

Design
Guidelines
SOUTHERN GAP



HILL
STUDIO

March 2021

Table of Contents

CHAPTER 1: Introduction	7
Purpose of the Guidelines.....	8
Intent of These Guidelines.....	8
Opportunities for Southern Gap.....	9
Organization of Chapters.....	11
How to Use the Guidelines.....	12
Intended Use of Guidelines.....	12
Continuity Between 2007 Guidelines, 2010 CC&Rs, & 2020 Guidelines.....	14
Past Versions of Guidelines.....	14
Guidelines for 2020 Version.....	15
Plan Review Process & Procedures.....	16
Plan Reviews.....	16
Plan Review & Approval Process.....	18
Review Process (Final Steps).....	19
CHAPTER 2: Universal Guidelines for Southern Gap	21
Design Principles for Southern Gap.....	22
Guidelines Which Apply to All Development Endeavors.....	24
General Site Character.....	24
Reforestation.....	24
Landscape Features.....	24
Accessory Elements.....	25
Exterior Lighting.....	25
Fences & Walls.....	26
Shared Parking.....	26
Building Character.....	27
Architectural Requirements.....	28
Building Siting & Orientation.....	28

Table of Contents

Building Massing.....	28
Windows & Daylighting.....	29
Landscape Requirements.....	30
Landscaping.....	30
Planting and Stormwater Management.....	31
Districts and Guideline Applicability.....	32
CHAPTER 3: Village-Commercial/Industrial Site Development	35
Site Development Requirements.....	36
Setback Requirements.....	37
Lighting.....	40
Basic Site Requirements.....	42
Parking.....	42
Building Utilities/Equipment.....	43
Architectural Requirements.....	44
Scale/Massing/Structure Height.....	44
Building Height.....	45
Facades.....	46
Roof Design.....	47
Exterior Materials & Color Palette.....	47
Entryways/Lobbies.....	48
Windows.....	48
Accessory Structures.....	48
Loading Docks/Waste Collection.....	49
Awnings, Canopies, and Shading Devices.....	50
CHAPTER 4: Residential Site Development	53
Site Development Requirements.....	54
Lot Development.....	54
Setbacks Matrix.....	54
Fences/Walls.....	55

Table of Contents

Exterior Lighting/Windows.....	56
Parking.....	56
Landscaping: Plantings.....	56
Ornaments & Appurtenances.....	57
Massing/Scale/Structure Height.....	57
Porches, Patios, & Decks.....	58
Roof Design.....	58
Garages & Accessory Structures.....	59
Exterior Materials & Color Palette.....	60
Residential Utility Placement.....	60
CHAPTER 5: Signage Requirements.....	63
Signage Requirements.....	64
Color Palette.....	65
Sign Family.....	66
Signage Types.....	67
Location.....	68
Height & Size.....	69
Design Considerations.....	70
CHAPTER 6: Plan Review Requirements.....	75
General Review Requirements.....	76
Design Assistance & Build Committee.....	76
Meetings & Activities.....	76
Submission of Plans.....	77
Approval of Plans.....	78
Disapproval of Plans.....	78
Additional DAB Responsibilities.....	79
Conceptual Plan Requirements.....	82
Conceptual Site Plan.....	82
Conceptual Landscape Plan.....	83

Table of Contents

Conceptual Building Plan.....	83
Plan Requirements.....	84
Site Development Plan.....	84
Landscape Plan.....	86
Building Plan.....	86

CHAPTER OVERVIEW



CHAPTER 1: INTRODUCTION

Chapter 1 details the general intent of the guidelines and offers recommendations for applying the Southern Gap development guidelines.



CHAPTER 2: UNIVERSAL GUIDELINES FOR SOUTHERN GAP

Chapter 2 explores architectural and landscape requirements required for all proposed development projects.



CHAPTER 3: VILLAGE-COMMERCIAL / INDUSTRIAL SITE DEVELOPMENT

Chapter 3 describes architectural requirements for the Village-Commercial/Industrial District in Southern Gap.



CHAPTER 4: RESIDENTIAL SITE DEVELOPMENT

Chapter 4 describes architectural requirements for the Residential District in Southern Gap.



CHAPTER 5: SIGNAGE REQUIREMENTS

Chapter 5 details signage requirements for the Southern Gap development and provides a handful of examples for consideration.



CHAPTER 6: PLAN REVIEW REQUIREMENTS

Chapter 6 explains the details of the plan review requirements.

INTRODUCTION

CHAPTER 1: Introduction..... 7

Purpose of the Guidelines..... 8

 Intent of These Guidelines..... 8

 Opportunities for Southern Gap..... 9

 Organization of Chapters..... 11

How to Use the Guidelines..... 12

 Intended Use of Guidelines..... 12

Continuity Between 2007 Guidelines,
2010 CC&Rs, & 2020 Guidelines..... 14

 Past Versions of Guidelines..... 14

 Guidelines for 2020 Version..... 15

Plan Review Process & Procedures..... 16

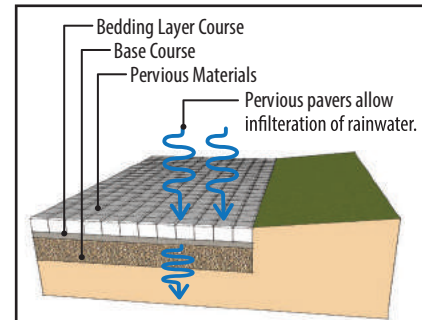
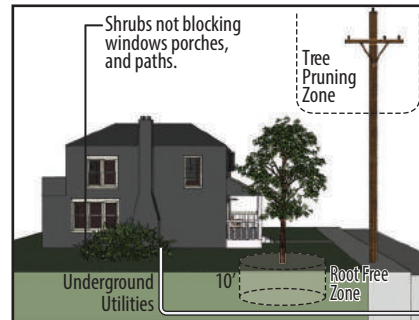
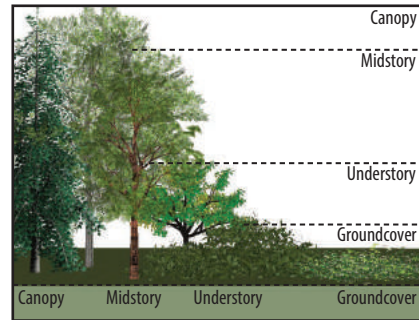
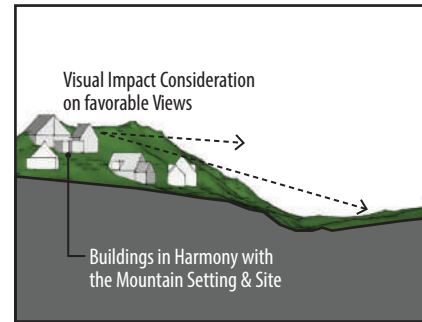
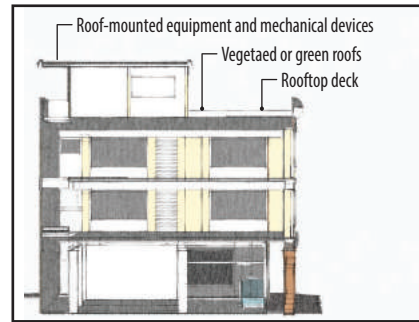
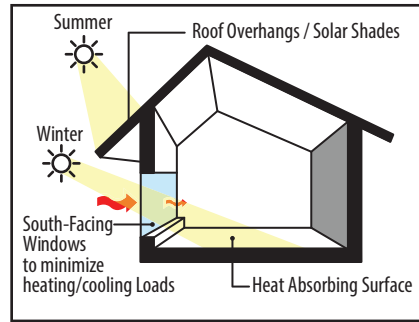
 Plan Reviews..... 16

 Plan Review & Approval Process..... 18

 Review Process (Final Steps)..... 19



PURPOSE OF THE GUIDELINES



Select guidelines from this report.



The 2007 Guidelines guided early development at Southern Gap.

INTRO

Buchanan County, Virginia possesses considerable assets – both natural and built.

Southern Gap is a unique place to live, work, visit, and the visual attributes of its character and identity are very important for future growth.

These unique attributes have been used to craft the 2020 revised design guidelines.

INTENT OF THESE GUIDELINES

The general intent of design guidelines is to help preserve and enhance the overall community as future development and redevelopment occur. Guidelines are established to guide and direct future development to protect and reinforce local character by utilizing design principles that help create a healthy and livable community. Overall, design guidelines intend to encourage consistent design while still allowing for creativity and innovation.

These 2020 Revised Design Guidelines have been carefully developed to ensure that all Southern Gap development, from the overall layout of streets and lots to the architectural details of individual buildings, takes advantage of and reinforces the surrounding natural environment. The guidelines provide a tool for developers and property owners by establishing a standard framework for cohesive design character. The guidelines are intended not to restrict creativity or individual expressions of taste, but to protect and boost the value of all Southern Gap properties by creating a superior experience for all.

The overall vision for Southern Gap is reflected in these guidelines and will help establish Southern Gap as a community set apart by innovative design, context-sensitivity, respect for nature, and lifestyle amenities.

OPPORTUNITIES FOR SOUTHERN GAP

With the continued progress in the development of Southern Gap, Buchanan County is presented with an opportunity to incorporate lessons learned during the first decade of development, and further the standard for attractive and responsible neighborhood development.

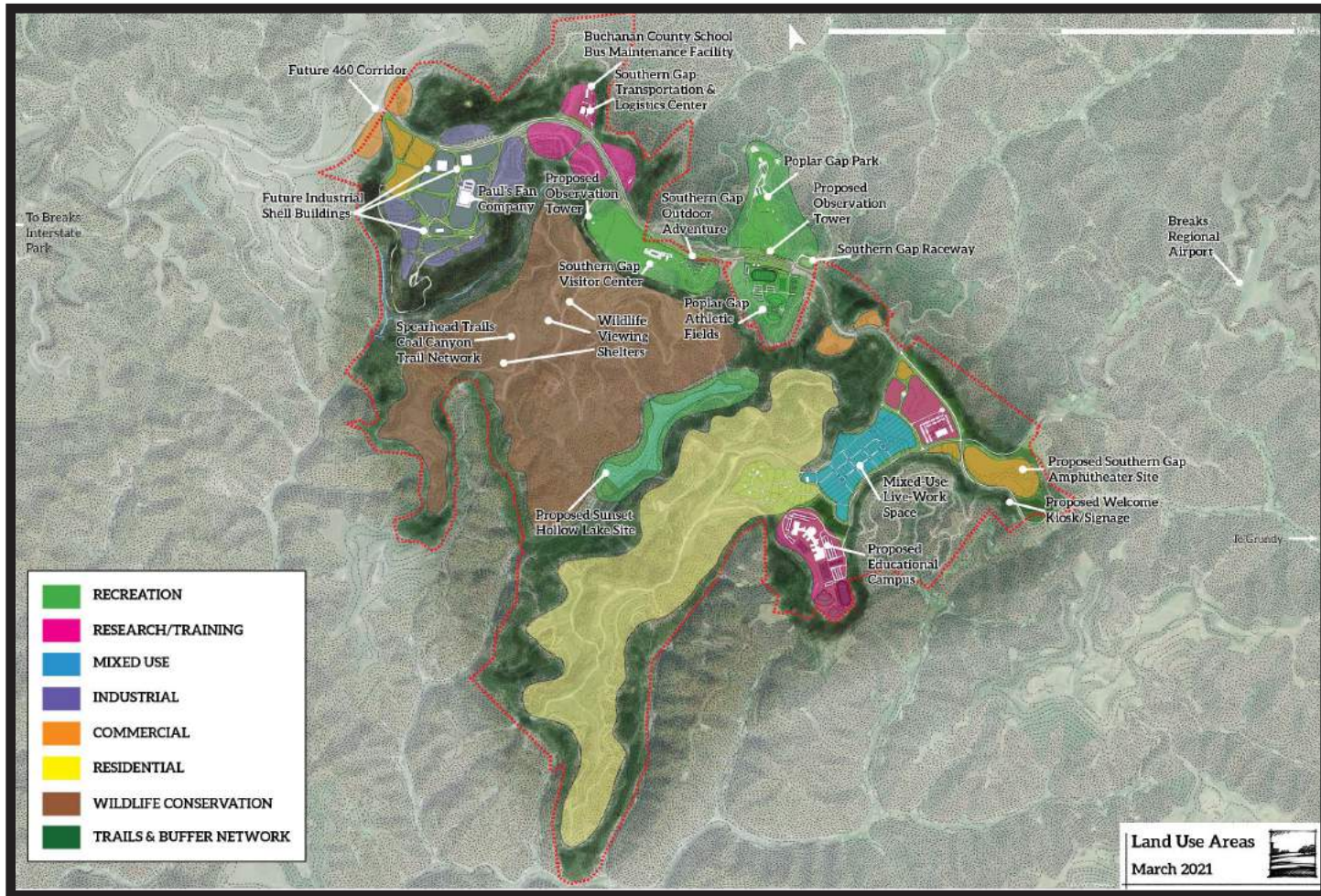
Through careful planning and implementation of a high level of aesthetic and pedestrian-friendly design, Southern Gap can be distinguished from its peer developments in rural Appalachia.

Adherence to the guidelines may attract interest from outside investors and generate significant national demand beyond the existing local market for residential, commercial, institutional, and industrial development, and further distinguish Southwest Virginia's Premier Development property.

COLLABORATION

Successfully developing an innovative and appealing community requires the talent, resources, vision, and enthusiastic participation of property owners, local leaders, Buchanan County Industrial Development Authority (IDA), and many other local stakeholders. While satisfying the objectives of such a wide range of stakeholders is a challenge; the foundational consensus is that Southern Gap is an attractive community that can continue to bring maximum value for Buchanan County.

PURPOSE OF THE GUIDELINES



(Above) Southern Gap Land Use Areas

ORGANIZATION OF CHAPTERS

These Design Guidelines are organized into six chapters.

- This introductory chapter (**Chapter One**) details the general intent of the guidelines and offers recommendations for applying the Southern Gap development guidelines.
- **Chapter Two** explores architectural and landscape requirements required for all proposed development projects.
- **Chapters Three and Four** explore architectural requirements for various districts in the development. The architectural requirements intend to promote building massing and form that contributes to the community architectural identity, streetscape quality, and human scale of residential areas, and to provide a primary direction for the design of buildings.
- **Chapter Five** details signage requirements for the Southern Gap development and provides a handful of examples for consideration.
- Finally, **Chapter Six** explains the details of the plan review requirements.



Guidelines protect the scenery as an asset for all site users.
Photo credit: Emily Rice, Bluefield Daily Telegraph.

HOW TO USE THE GUIDELINES

Guidelines suggest approaches to meeting design principles. These Design Guidelines should be utilized for all new development and redevelopment projects for Southern Gap.

The guidelines in this document are general in nature and register the broad intent desired at Southern Gap for residential, commercial, institutional, industrial, and recreational development.

Also included are several recommendations that will give property owners and developers ideas for each phase of their project to ensure their properties fit into the Southern Gap context with design character and environmental sensitivity.

The guide should be read in conjunction with the policies controlling rural development, as set out in the Buchanan County's Comprehensive plan.



- ### INTENDED USE OF GUIDELINES
- Guidelines are intended for use by administrative officials of the County and by County boards and commissions.
 - They may be a basis for approval or denial of building and land use applications.
 - Guidelines are suggestions for future developers that illustrate the County's expectations for development.
 - These Guidelines intend to supplement and not to replace the land-use codes, building codes, and engineering design standards elsewhere in County ordinances and policies.

CONTINUITY BETWEEN 2007 GUIDELINES, 2010 CC&Rs, & 2020 GUIDELINES

PAST VERSIONS OF GUIDELINES

2007 GUIDELINES

The first set of Design Guidelines were established 2007 and administered by the Design Assistance Board.

These guidelines established a base level of quality and aesthetic disposition.

A major emphasis in this version was innovative green design measures.

2010 CC&Rs

In 2010 a Declaration of Protective Covenants, Conditions, and Restrictions were written and adopted.

These CC&Rs incorporate many general design elements found in the 2007 Design Guidelines.

However, this version did not incorporate specific design features of the unique districts in the Southern Gap development.

2020 GUIDELINES

These new guidelines written in 2020 are consistent with the 2010 CC&Rs while incorporating specific Design Guidelines found in the 2007 document.

The 2020 Design Guidelines are authored with special emphasis on sustaining the level of design integrity already established and working with and enhancing the natural systems that are already in place.

GUIDELINES FOR 2020 VERSION

- The 2020 Guidelines may be amended in whole or in part.
- The Design Assistance Board (DAB) reserves the right to technically modify the guidelines, making them easier to understand and to eliminate or amend guidelines that prove confusing or infeasible.
- All plans and specifications for any installation, construction, or alteration of any Improvement on any Lot ("Plans") shall be submitted to the DAB for approval
 - (a) as to whether the proposed installation, construction, or alteration is in conformity and harmony of external design and general quality existing standards of the Subdivision and standards of the Design Guidelines and
 - (b) as to the location of Improvements concerning topography, furnished ground elevation, and surrounding Improvements.
- Technical changes must be reviewed and approved by the IDA.
- A majority must accept fundamental changes to the guidelines, such as amending permitted uses or alterations in the IDA standards.



Visitor Center at Southern Gap

PLAN REVIEW PROCESS & PROCEDURES



Hearth Stone Site



Photo credit: Emily Rice, Bluefield Daily Telegraph.

DAB MEMBERS

The DAB shall consist of five (5), seven (7), or nine (9) members who are stakeholders for development at Southern Gap, consisting of a combination of the following:

- 2 - 3 IDA Board Members
- 1 - 2 Representatives from Buchanan County
- 1 - 2 Professional Architect(s)/Landscape Architect(s)/Planner(s)/Engineer(s)
- 1 - 2 Contractor(s)/Realtor(s)

PLAN REVIEWS

This section describes a review process that assists property owners and developers in planning their project so that it fits into the Southern Gap context, while meeting the development guidelines and preventing some costly development and construction mistakes.

All developments and construction at Southern Gap, public and private, will be reviewed and approved by the Southern Gap Design Assistance Board (DAB), prior to any construction taking place.

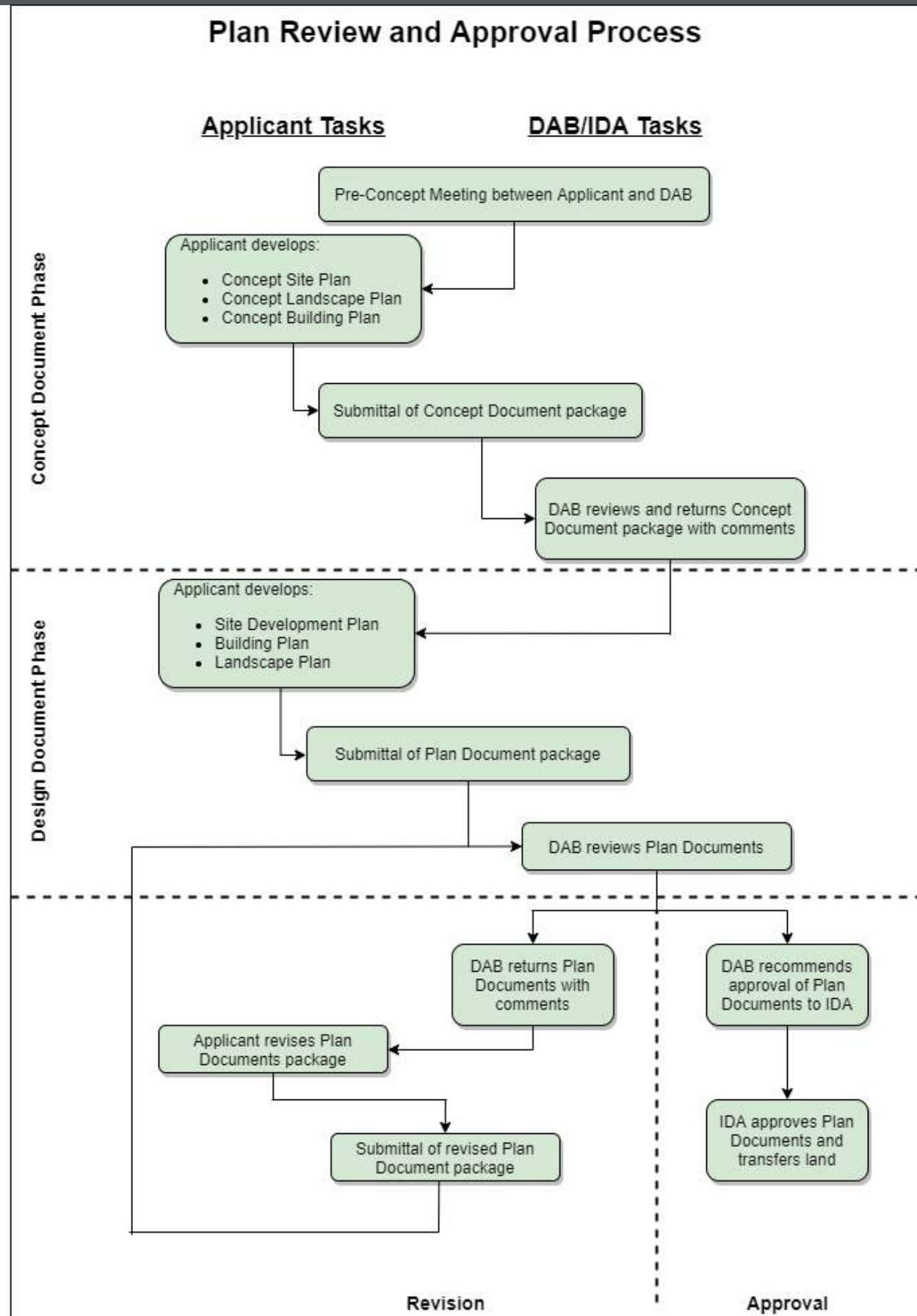
Described in Chapter 6, the items required for Plan Review vary depending upon the proposed land use of the property. The general Plan Review and Approval Process is shown on the next spread.

PLAN REVIEWS (continued)

For all projects, potential parcel developers are strongly encouraged to contact the Buchanan County Industrial Development Authority (IDA) and have their designers meet with the Design Assistance Board (DAB) prior to preparing site plans. The Design Assistance Board is your partner from concept to completion. This “Pre-Concept Meeting” is introductory in nature and will acquaint parcel development teams with the guidelines, applicability of the guidelines to specific sites, and provide a background for thorough understanding of requirements and desired conditions for site development plans prior to development of initial plans.

The DAB will review plans prior to, during, and immediately following completion of construction in order to ensure that the development plans are completely followed through as specified through the DAB process. Once construction is complete and the buildings are sold or occupied, authority for enforcing the Design Guidelines and Deed Restrictions and Covenants will transfer to the Homeowner’s Association, Merchants Association, individual property owners or other applicable body. This authority will be limited and on an as needed basis, through complaints and/or observations of violations.

PLAN REVIEW PROCESS & PROCEDURES



REVIEW PROCESS

FINAL STEPS

1. Following the Pre-Concept Meeting, the applicant's designers will prepare a Conceptual Site Plan, a Conceptual Landscape Plan, and a Conceptual Building Plan.
2. The Conceptual Plans will be submitted for review by the DAB. The DAB will review the Conceptual Plans for general compliance with the guidelines and return the plans within 30 days with comments and recommendations for bringing plans into closer compliance with the guidelines, if not already compliant. A review meeting can be scheduled if further discussion is desired.
3. Following the Conceptual Plan Review, the applicant will prepare a Site Development Plan, a Building Plan, and a Landscape Plan. These Documents will be submitted for review by the DAB.
4. Within 30 days, the DAB will either approve and recommend the proposed Plan for IDA approval and transfer of land to the applicant, or the DAB will return the Plan Documents to the applicant with comments for revision and resubmittal. Note that for all development in Southern Gap, the IDA has the final decision to allow construction and to convey land.

UNIVERSAL GUIDELINES FOR SOUTHERN GAP

CHAPTER 2: Introduction.....	21
Design Principles for Southern Gap.....	22
Guidelines Which Apply to All Development Endeavors.....	22
General Site Character.....	24
Reforestation.....	24
Landscape Features.....	24
Accessory Elements.....	25
Exterior Lighting.....	25
Fences & Walls.....	26
Shared Parking.....	26
Building Character.....	27
Architectural Requirements.....	28
Building Siting & Orientation.....	28
Building Massing.....	28
Windows & Daylighting.....	29
Landscape Requirements.....	30
Landscaping.....	30
Planting and Stormwater Management.....	31
Districts and Guideline Applicability.....	32



DESIGN PRINCIPLES FOR SOUTHERN GAP

The following design principles apply to all development throughout Southern Gap.

Enhance pedestrian
experience / walkability

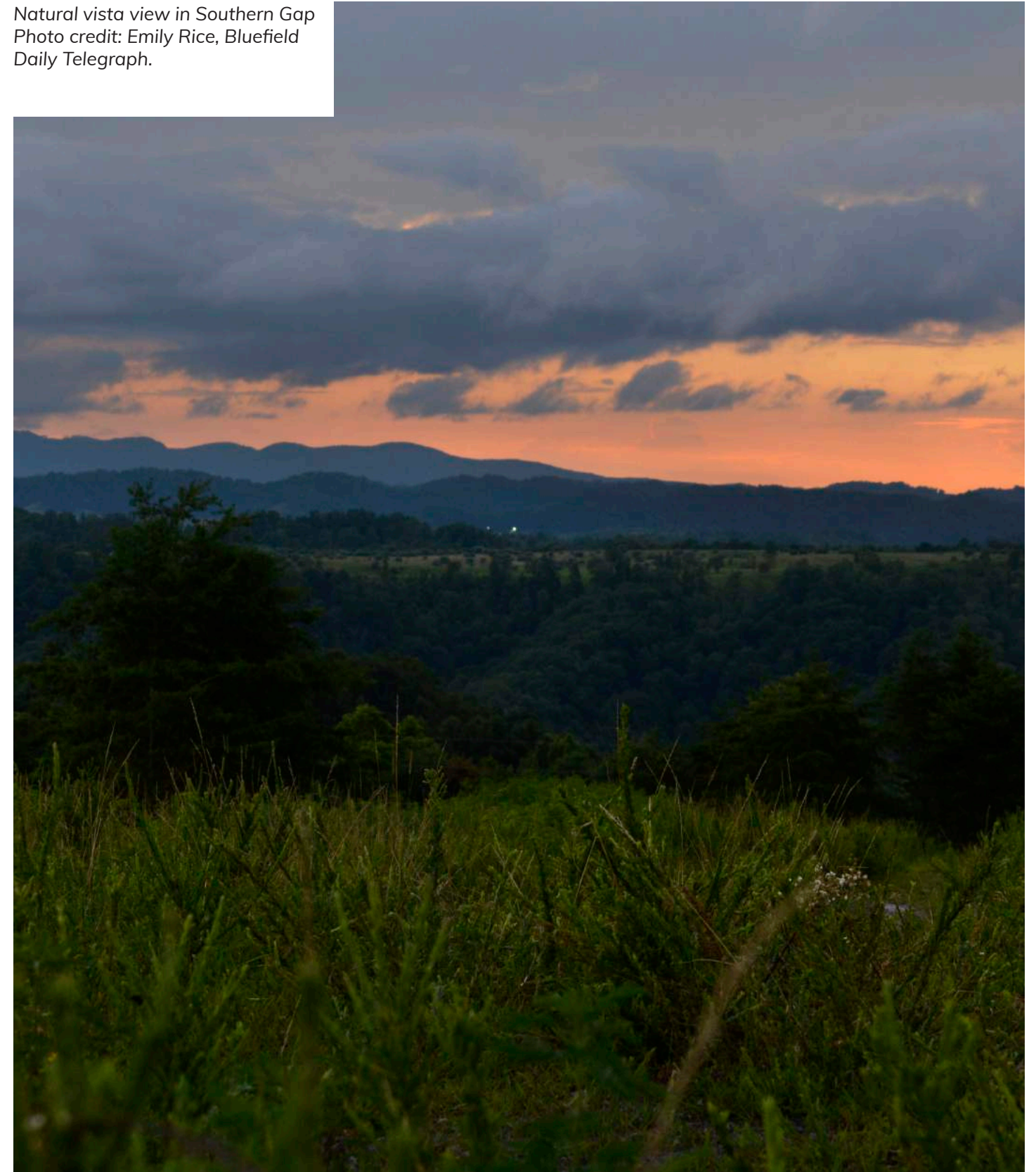
Maintain mountain vista views
through site development

Enhance and preserve the
natural experience

Promote
creativity

Design for local
community

Natural vista view in Southern Gap
Photo credit: Emily Rice, Bluefield
Daily Telegraph.



GUIDELINES WHICH APPLY TO ALL DEVELOPMENT ENDEAVORS

GENERAL SITE CHARACTER

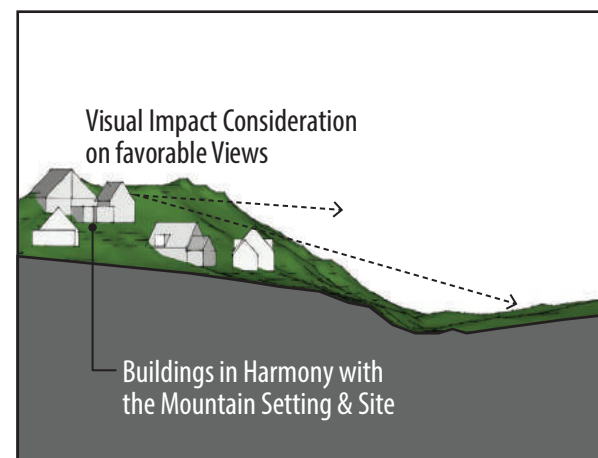
Sensitive development and programming of the site are needed to encourage the restoration of a healthy ecosystem and to develop a community that is safe, appealing, environmentally friendly, and responsible while taking advantage of the surrounding natural amenities. Preservation of the rural, mountainous character of Southern Gap is encouraged through minimum site disturbance and sensitive development and thoughtful programming of the site. Grading for site structures and site elements should be minimized, particularly where large trees remain on the site. Maintenance of the aesthetically-pleasing, hilly terrain is possible through rolled terracing and grading to approximate original contour.

REFORESTATION

- Reforestation and the rehabilitation of a native landscape is strongly encouraged, and developers should consult professionals to aid in this task. Many places on the Southern Gap property are not forested, due to reclamation. Particularly in parking lots and plazas, use canopy trees to restore general canopy within 30 years.
- Planned and well-executed stormwater management can help prevent the negative impacts of stream bank erosion and sedimentation and the loss of wildlife habitat. Plan development using regional facilities where possible, and low-impact design methods to prevent tiny SWM ponds.

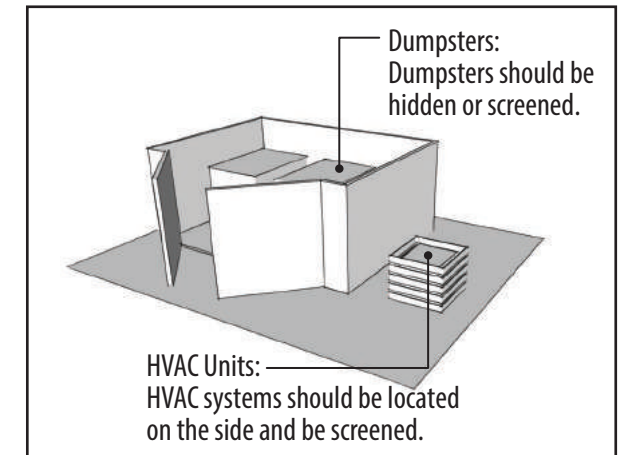
LANDSCAPE FEATURES

- Significant landscape features such as trees, valleys, and views of surrounding mountains should be the prime design determinants for any project.
- Buildings should be harmonious with the mountain setting and site, taking advantage of views within and beyond the site and preserving existing trees, un-mined slopes, and drainage ways on the site.
- The visual impact on any favorable views enjoyed by adjacent properties should be considered and minimized in building placement.
- Buildings should be oriented to take advantage of solar energy and natural daylighting.



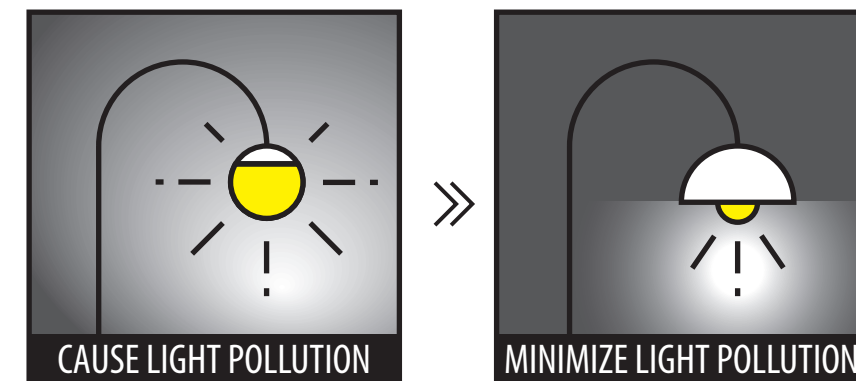
ACCESSORY ELEMENTS

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- Buildings should be oriented to take advantage of solar energy and natural daylighting.



EXTERIOR LIGHTING

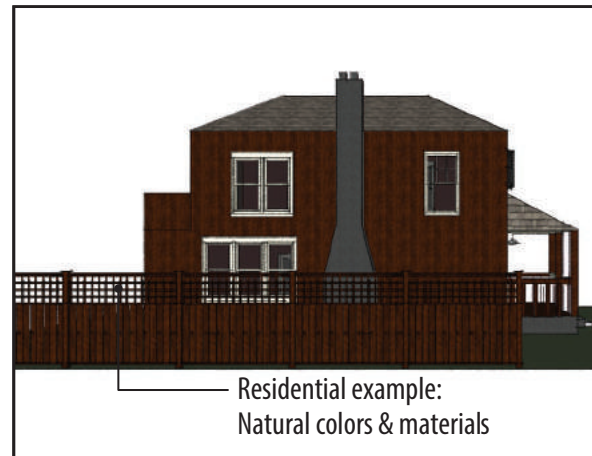
- Exterior lighting should use dark-sky friendly techniques (cutoff luminaires, downlighting, timers, sensors, etc.) to the greatest extent possible to minimize excessive light pollution and light trespass.
See www.darksky.org for more information.
- Lighting should be compatible with the surrounding area's design palette in style, height, size, and color and should be consistent with area signage standards.
- Light fixtures should comply with ANSI Lighting Standards to ensure a baseline of quality and craftsmanship.



GUIDELINES WHICH APPLY TO ALL DEVELOPMENT ENDEAVORS

FENCES AND WALLS

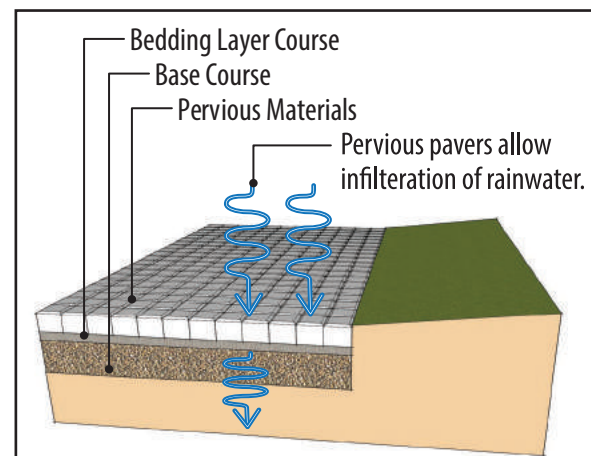
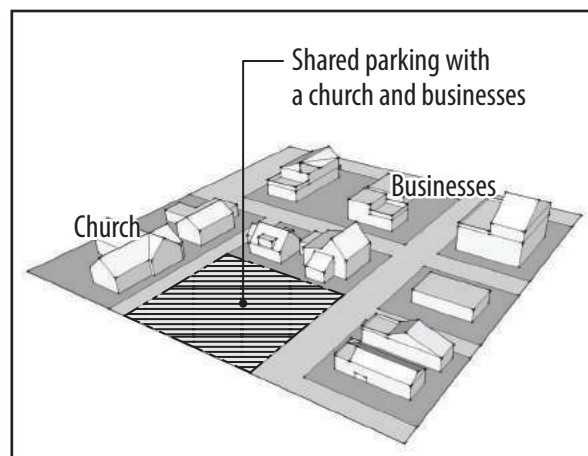
- Fences and walls should blend with the design style and theme of the property's main structure, emphasizing natural colors and materials such as wood, sandstone, and fieldstone.
- Walls should be constructed in a material and style that complements that of the main structure.



SHARED PARKING

- Shared parking is encouraged between nearby uses with distinctly different peak use times (such as businesses and churches).
- Shared drives are encouraged between neighboring residences.
- Pervious drive and parking paving materials such as pervious concrete or pavers are encouraged to allow absorption of rainwater into the soil. When used, these materials should allow for easy snow removal or other necessary maintenance without affecting performance.

All undeveloped portions of any occupied parcel should be maintained as a formal or natural landscaped area, and not used for outside or open-air storage of any kind.



BUILDING CHARACTER

Building form and scale, construction materials, and detailing are significant factors in creating a development that is attractive and fits with the overall vision for Southern Gap. A building's "scale" refers to how comfortably its physical and visual size relates to the surrounding landscape and other structures. The amount of space on a site helps determine the extent to which a building is in scale with the surroundings. Large buildings appear more in scale with a site if there is sufficient open space around them. The height, width, and depth of a structure create its overall mass, and achieving attractive building massing for large structures requires creativity in architectural design. These guidelines do not advocate or prescribe specific architectural styles or forms (e.g., contemporary vs. historical). Still, it is appropriate for building development to draw from local or regional design influences.

Buildings with larger mass can rely on architectural details, different materials, and shaping of walls and/or roof designs to add visual interest. Large scale, multi-story or high volume industrial and/or business buildings are often more difficult and expensive to detail than buildings planned for the Village Center or individual residences. Still, the broad principles of design apply to all.

Buildings should establish a front façade featuring the main entrance facing the adjacent public roadway or the predominant public view. In cases where other orientation is justified by the overall design concept, such as a vista, care should be taken to avoid turning building entries entirely away from public streets. Primary entrances should also attempt to celebrate viewsheds and vistas through careful positioning of doors and utilizing glass glazing at the entrances.

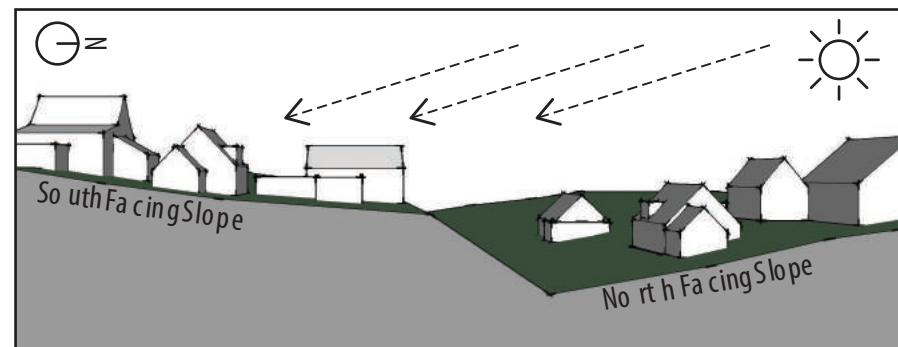


ARCHITECTURAL REQUIREMENTS

These requirements address the proper siting of a building, architectural details, and additional exterior elements for buildings.

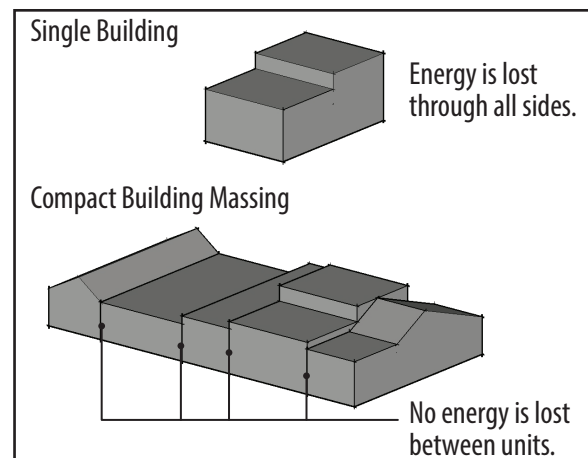
BUILDING SITING AND ORIENTATION

- Orient buildings in an east-west configuration on the site or manipulate the building shape to increase the potential for natural daylighting and solar load control.
- Highly occupied spaces, internal to the buildings, should be located on the south and north sides and organized for optimal energy efficiency and daylighting.
- Site buildings to minimize impacts to neighboring buildings, including solar access.



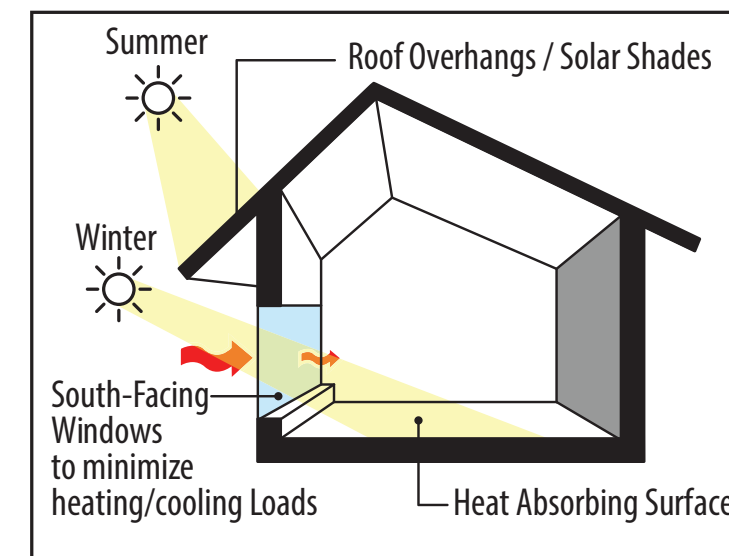
BUILDING MASSING

- Smaller buildings should use a compact building massing and design - to minimize heat intake or loss.
- Larger buildings should use a rectangular building massing and design that allows for most of the floor area to be located close to the perimeter of the building. This will optimize daylighting and natural ventilation.
- Commercial projects should consider using three-dimensional (3D) computer simulations and software early in the design process to calculate and measure the trade-offs between building façade exposure and daylighting benefits.



WINDOWS AND DAYLIGHTING

- Windows should be properly sized to allow for the best daylighting conditions where possible.
- Glass should be selected that minimizes heating and cooling loads while maximizing visual comfort for the intended occupants and their specific needs.
- External solar shades, overhangs, or vertical fins should be located on south-facing windows. This will reduce glare and solar heat gain during the summer months. Not all south-facing windows need solar shading, and some windows may be un-shaded to allow for greater daylighting.
- Interior shade devices should be utilized to control glare. Windows utilized for daylighting should be designed to prevent glare, and shading devices should not be used on these windows.
- Select insulated low-emissivity (low-e) glass to reduce thermal loads.
- Always protect daylighted spaces from glare.
- Vary glazing and daylighting visual transmittance depending on window orientation, space lighting conditions, and occupant lighting needs.
- Top lighting (skylights, light pipes, clerestories, monitors, saw tooth roofs, etc.) should be utilized in large single-story buildings and on the upper floor of multi-story buildings.
- Simulation-based studies are recommended to determine heating and cooling loads given different glazing properties and orientations.

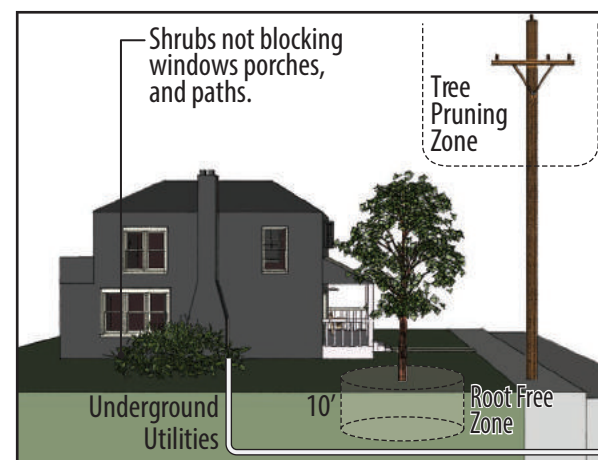
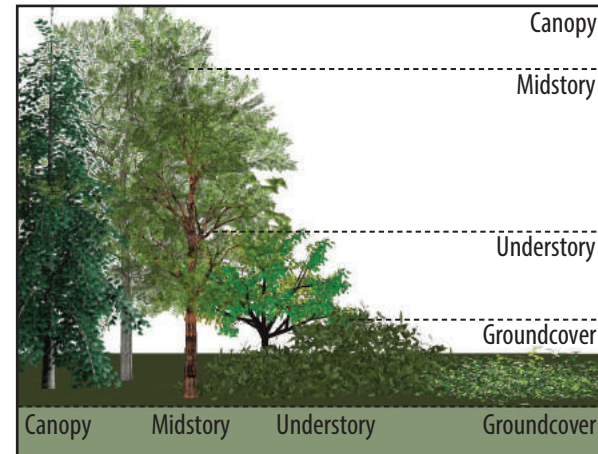


LANDSCAPE REQUIREMENTS

The landscaping of Southern Gap will enhance the natural beauty while improving the environment through reforestation techniques and rehabilitation of the native landscape. Because Southern Gap is a previously mined area, the significant grading and mining work has left very little existing vegetation on large portions of the land. For the large areas without significant amounts of vegetation, landscaping will be a key part of not just establishing the visual character desired for Southern Gap but also returning the land to a more natural state.

LANDSCAPING

- Plant materials should be used to enhance a property, soften hard building edges, define outdoor spaces, shade walks, and mitigate building height.
- Use plants of varying height and width to achieve layers of plant material in the landscape.
- Layered, carefully designed landscaping should be planned for all properties using trees and shrubs that do well in rocky soil and that are appropriate for reclaimed mine sites.
- The location and land use of an area will determine whether a formal or informal landscape design is appropriate.
- More formal designs with geometric patterns and regular spacing are appropriate for civic, commercial, and mixed-use areas, as well as within public streetscapes of more dense residential areas.
- Informal and naturalistic arrangements are typically more appropriate for open spaces, wooded edges, low-density residential areas, and many buffer areas.
- Use plants of an appropriate scale for their environment. At maturity, shrubs should not block windows, porches, pedestrian paths, or vehicular paths. Avoid planting trees within 5' of underground utilities (10' of water-bearing pipes) where roots may grow to interfere with utility infrastructure. Avoid planting trees where their mature size would interfere with any overhead power lines. Root barriers should be used for trees within five (5) feet of a sidewalk or wall.



PLANTINGS & STORMWATER MANAGEMENT

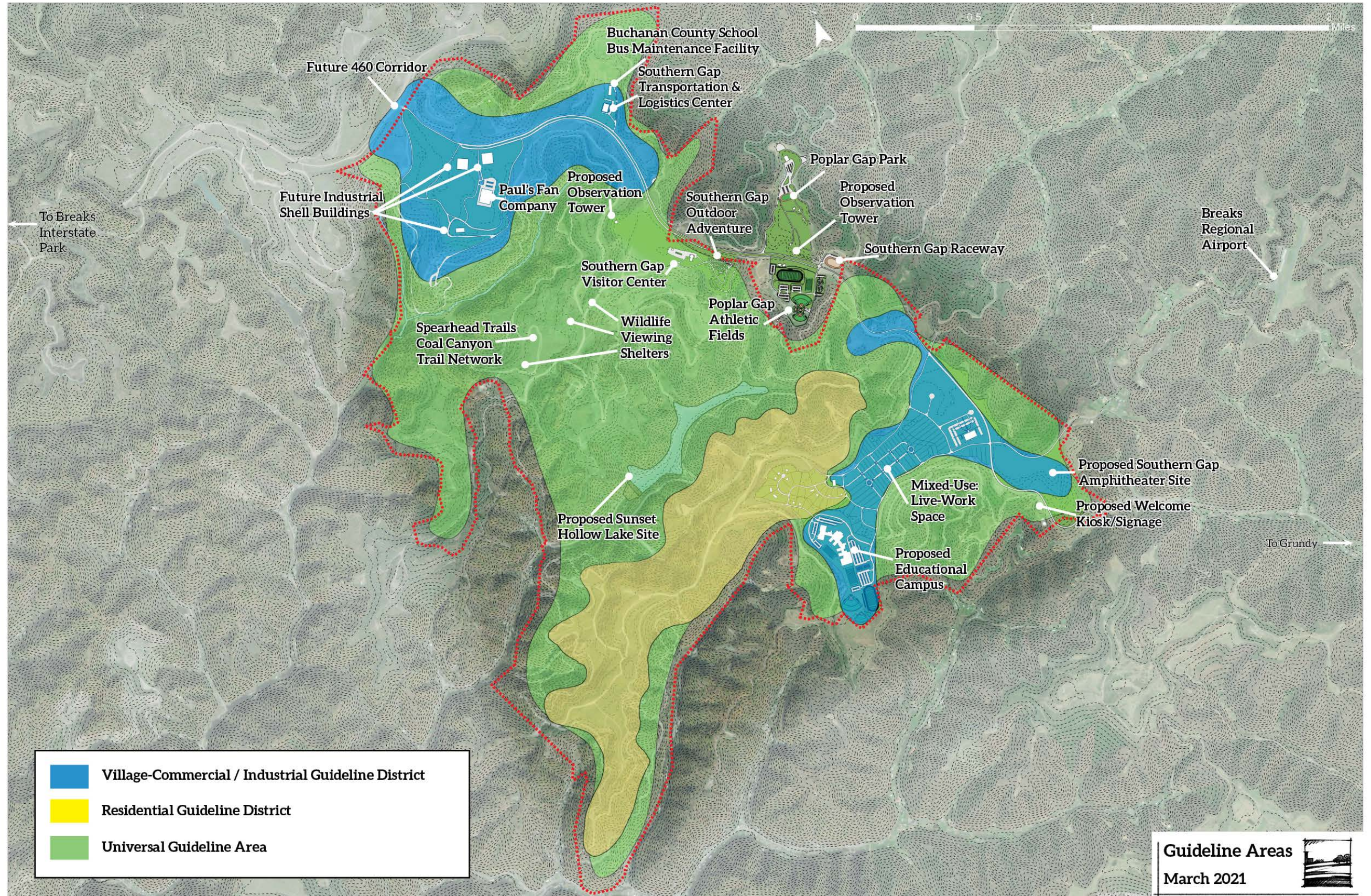
- Stormwater management areas should be landscaped appropriately and maintained.
- Stormwater management areas and drainage channels should be incorporated into the landscaping of the site and should feature natural materials and vegetation.

DISTRICTS & GUIDELINE APPLICABILITY

This chapter introduced universal guidelines to follow for the Southern Gap development. These guidelines apply to all districts that will be introduced in the next chapters. Below are the various district types considered in this development:

1. Village-Commercial/ Industrial District
2. Residential District

The next few chapters will explore Design Guidelines specific to each of the above districts, in addition to signage suggestions for all development.



	Village-Commercial / Industrial Guideline District
	Residential Guideline District
	Universal Guideline Area

Guideline Areas
March 2021

DISTRICT: VILLAGE-COMMERCIAL / INDUSTRIAL SITE DEVELOPMENT

CHAPTER 3: Introduction.....	35
Site Development Requirements.....	36
Setback Requirements.....	37
Lighting.....	40
Basic Site Requirements.....	42
Parking.....	42
Building Utilities/Equipment.....	43
Architectural Requirements.....	44
Scale/Massing/Structure Height.....	44
Building Height.....	45
Facades.....	46
Roof Design.....	47
Exterior Materials & Color Palette.....	47
Entryways/Lobbies.....	48
Windows.....	48
Accessory Structures.....	48
Loading Docks/Waste Collection.....	49
Awnings, Canopies, and Shading Devices.....	50



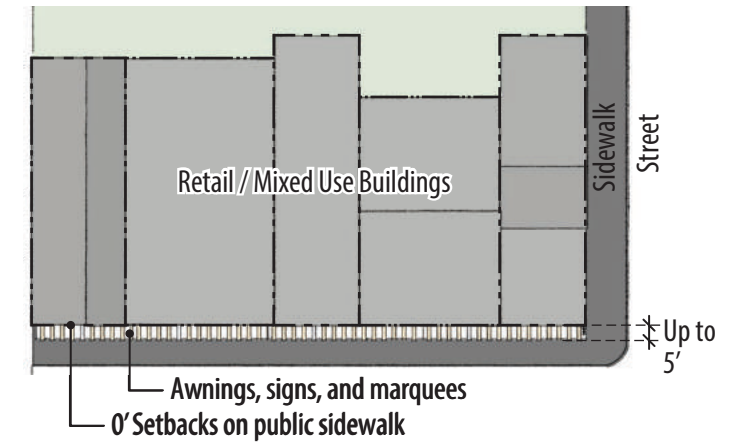
SITE DEVELOPMENT REQUIREMENTS

Because Southern Gap will be a community known for high-quality design and innovative ecological sensitivity, the following design requirements are established for commercial, industrial, and mixed-use areas.

The Village Center zone of Southern Gap is planned to be a vibrant hub of activity, with a mix of commercial and mixed-use spaces intermixed at a dense scale, reminiscent of a traditional village. The design character of this zone will be monitored for consistency, as it will set the standard for high-quality development at Southern Gap. Beyond the Village Center, the commercial businesses, industrial properties, and research facilities will also exhibit design and ecological innovation, but at a scale that will be generally larger and more open.

SETBACK REQUIREMENTS

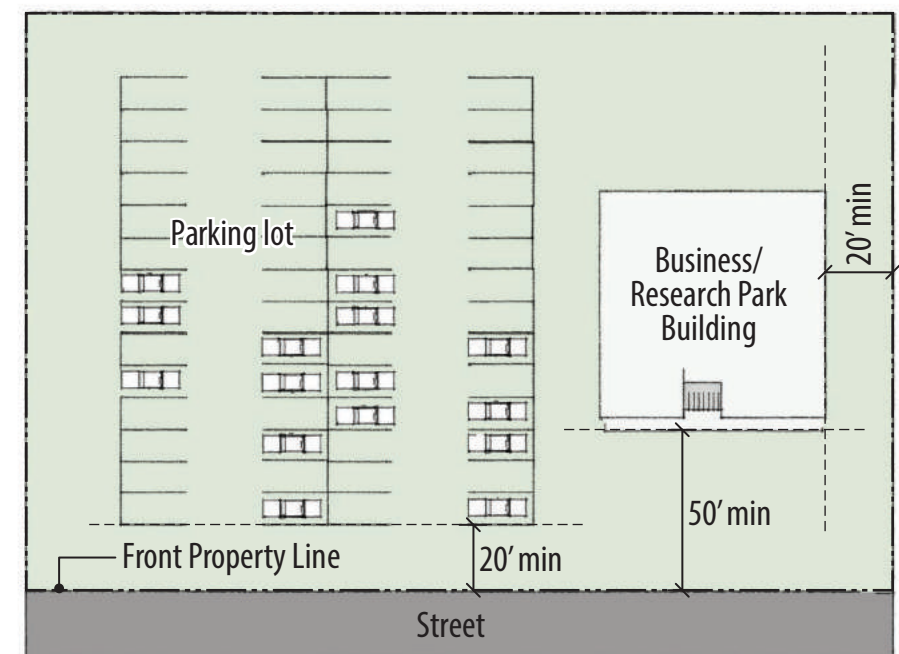
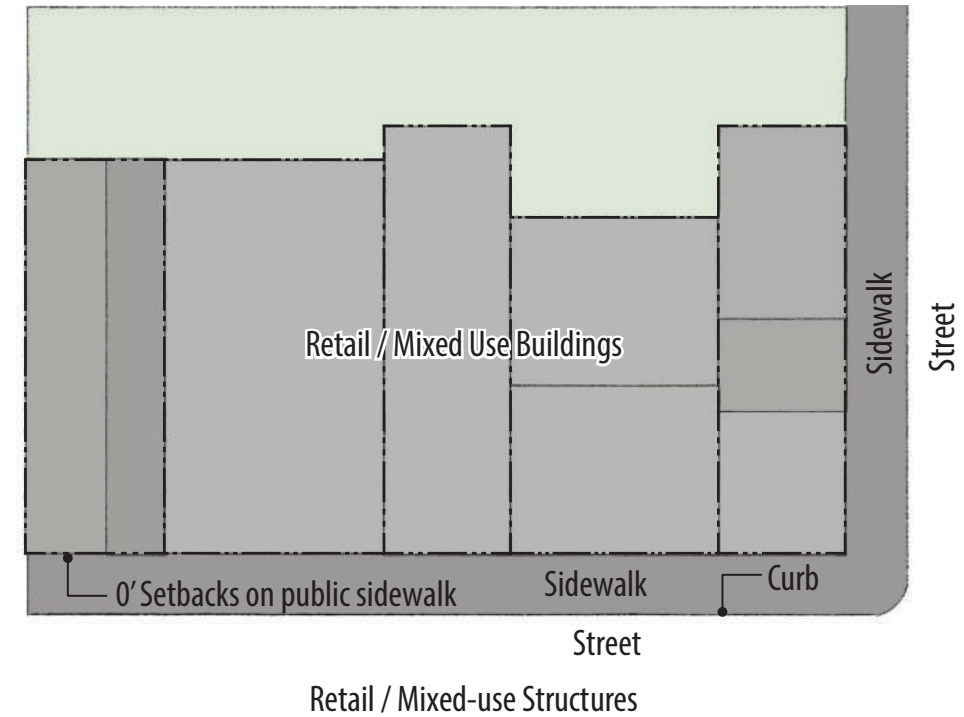
- Buildings in the Village Center should be placed at the front and both side property lines to create a continuous building wall across the front of the property. Awnings, signs, and marquees may extend five feet (5') beyond the front build-to-line over the sidewalk.
- Sidewalk activities are encouraged in the Village Center to attract visitors and residents. Businesses and the locality may consider activities such as sidewalk cafés, retail sidewalk sales, festivals, and other events to energize the street front in the Village Center.
- Sidewalk cafés and displays in the Village Center must maintain a pedestrian path with a minimum width of eight feet (8'), and allow for safe and easy ingress and egress from adjacent buildings and all entryways.
- For business and industrial uses beyond the Village Center, the setback should be consistent with the chart to the left titled "Lot-Specific Setbacks".
- Awnings, signs, and marquees may extend five feet beyond the setback over front sidewalks with no permanent obstructions to pedestrians.



SITE DEVELOPMENT REQUIREMENTS

Town Center Setback Matrix			
	<i>Front</i>	<i>Side</i>	<i>Rear</i>
Civic Uses			
- structures	0' (maximum)	0' (maximum)	20'
- parking lots	15'	15'	15'
Retail/Mixed-Use structures			
- Fronting on Entry Sidewalk	0' (maximum)	0' (maximum)	0'
- Fronting on Pedestrian Promenade	0' (maximum)	0' (maximum)	0'
- Fronting on other Town Center streets	0' (maximum)	0' (maximum)	0'
Other Non-Residential Setback Matrix			
Business/ Research Park			
- structures	50'	20'	20'
- parking lots	20'	20'	20'
Neighborhood Convenience Retail			
- structures	30'	15'	10'
- parking lots	15'	15'	15'

The above setbacks are measured from the property line to the front face of the building. Side setbacks are measured from the property line to the closest face of the building. Rear setbacks are measured from the rear property line to the rear face of the building. All side setbacks may be forgiven should contiguous lots be possessed by common owner. Parking lot setbacks do not apply to on-street parking spaces.

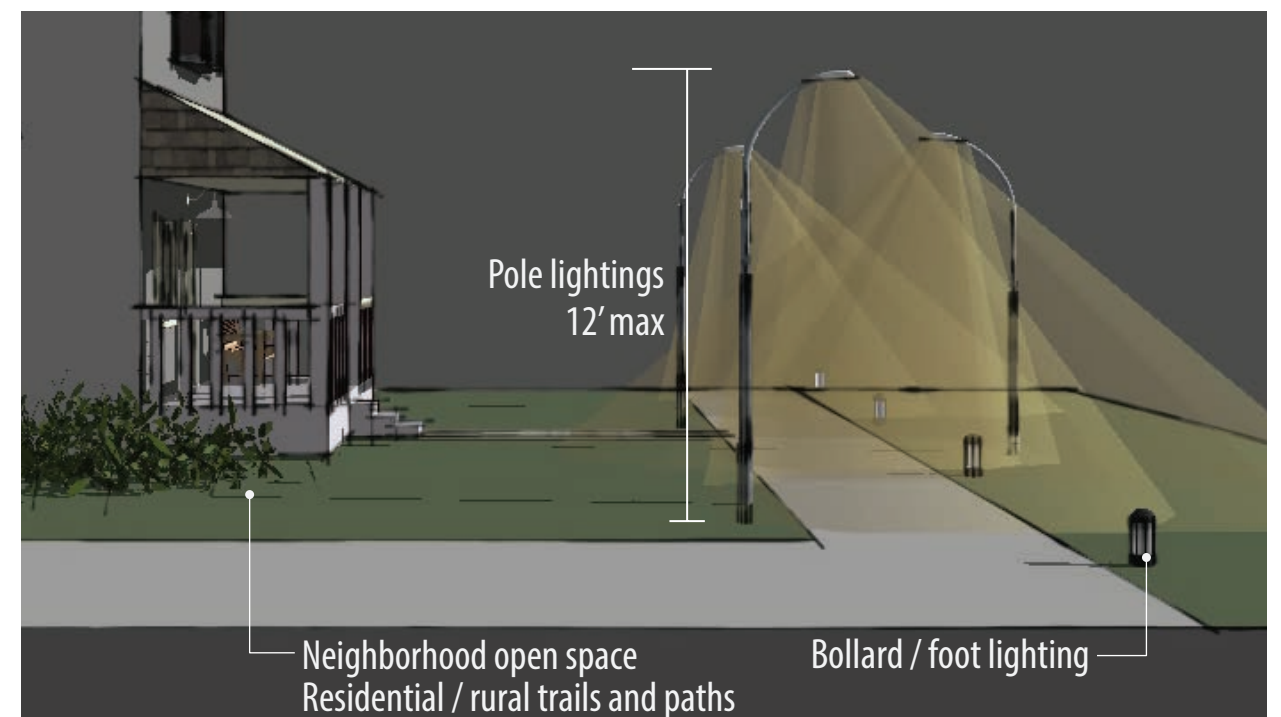
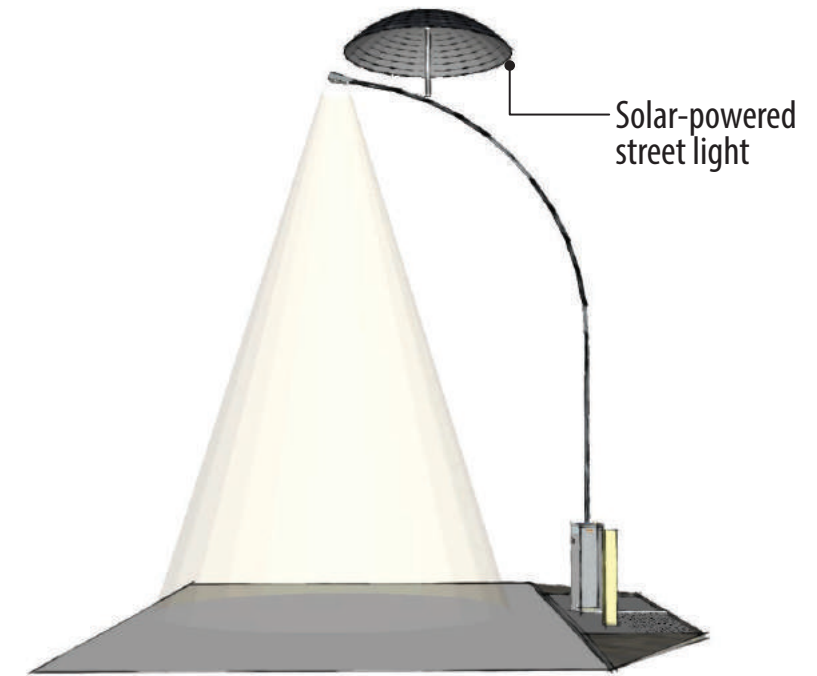


Non-Residential Setback: Business / Research Park

SITE DEVELOPMENT REQUIREMENTS

LIGHTING

- Lighting should be located and oriented appropriately to minimize glare and be dark-sky friendly.
- Pedestrian routes in commercial or institutional areas must be illuminated with pedestrian-scale lighting no taller than fifteen feet (15') in height, placed at equal intervals.
- Lighting should be connected by underground electrical service.
- Energy-saving features for lighting (solar power, timers, sensors, etc.) should be considered where practical to eliminate unnecessary lighting when it is not needed.
- Lighting to accent or illuminate signs or architectural features should be subtle but attractive and should not spill beyond the intended focus.
- Lighting in parking areas should be no more than needed to ensure the safety of vehicular and pedestrian circulation. Poles in large parking areas should be no taller than twenty-four feet (24').
- Pole lighting, where necessary for safety in neighborhood open space or along residential or rural trails and paths, may not exceed twelve feet (12') in height. Less intense bollard or foot lighting may supplement or replace pole lights in these areas.
- Outdoor lights that blink, revolve, flash, or change intensity are not appropriate for Southern Gap.



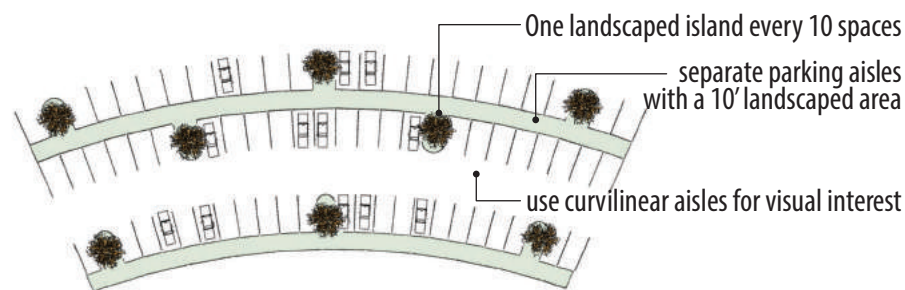
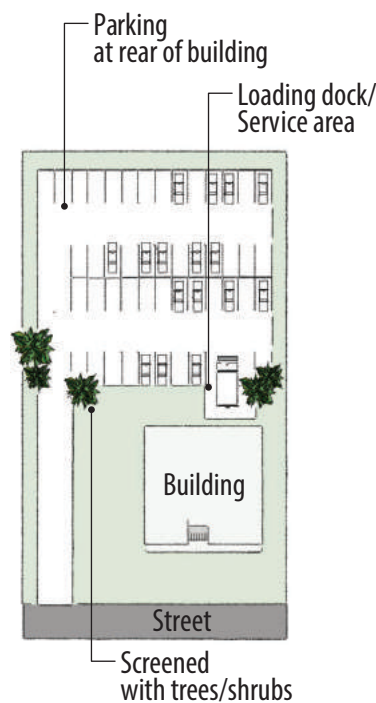
SITE DEVELOPMENT REQUIREMENTS

BASIC SITE REQUIREMENTS

- Low retaining walls may be used to reduce the grading of an un-mined site or to preserve large trees, but these should closely reflect the architecture of the property's main structure. Natural materials are encouraged to blend with the landscape. Retaining walls over three feet (3') in height are discouraged. Promote the use of terraces to create a more natural rolling appearance.
- Plain finished concrete walls, vinyl fencing, large concrete unit retaining walls, and similar conditions are not appropriate.
- Chain link fencing is discouraged and should be limited to black colored fencing for security uses in areas of low public visibility.

PARKING

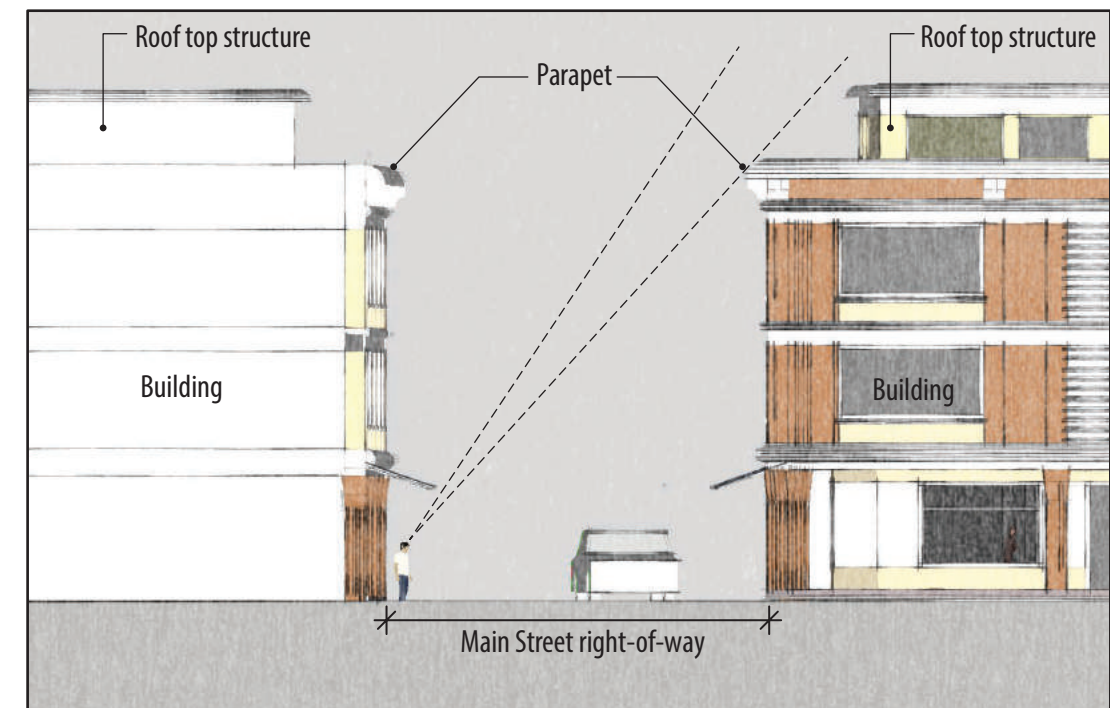
- Where possible, parking should be located to the side or rear of the building and screened with trees and shrubs from primary views from public streetscapes and adjacent residences.
- Avoid creating large monotonous parking lots and long, straight parking aisles. Clustered parking courts and lots with curvilinear walkways are preferred to break up the appearance of large parking lots.
- Parking beneath buildings and subterranean parking is encouraged to economize the use of space and to minimize areas of heat-absorbing, impervious pavement.
- Every 10 spaces in surface parking lots must be separated from additional spaces by a landscaped island the size of one parking space. These landscaped islands are encouraged to connect to adjacent landscaped areas (where appropriate) to allow for and to promote root spread for trees and other plants.
- A landscaped area should separate adjacent parking aisles with a minimum width of 10 feet. This landscaped area may be utilized for low-impact stormwater management or as a landscaped area that connects to the landscaped islands mentioned above.
- Bicycle parking is recommended for all commercial, office, or mixed-use areas to encourage alternative transportation and a healthy lifestyle. Bicycle racks should be located close to buildings in secure visible areas and covered where possible.
- Parking within the Village Center zone will be accommodated on-street or within common parking areas.



(Above) Rear Parking and Service Area (outside of Village Center)
(Left) Example of appropriate parking configuration and landscaping

BUILDING UTILITIES / EQUIPMENT

- All utilities shall be located underground unless the type of service necessary for regular activities of the industry or business prohibits underground installation.
- Ground equipment and visible utility elements should be screened by evergreen plantings, fencing, walls, or wings of a building from the view of streets, pedestrian paths, and bikeways. Shrubs or wall/fencing must be at least 4 feet in height at the time of installation.
- Exterior transformers, utility pads, and telecommunications infrastructure should be screened with walls and plants and painted a color that blends with the surroundings.
- Roof mounted equipment and vents shall be located in an inconspicuous location and must be screened from the public views.



Roof-mounted structures and equipment screened by architecture

- All exterior equipment shall be designed to minimize noise and shall include appropriate insulation materials or technologies to control outside noise.
- Utilities must be covered with a box or concealed from view with materials that match the façade.

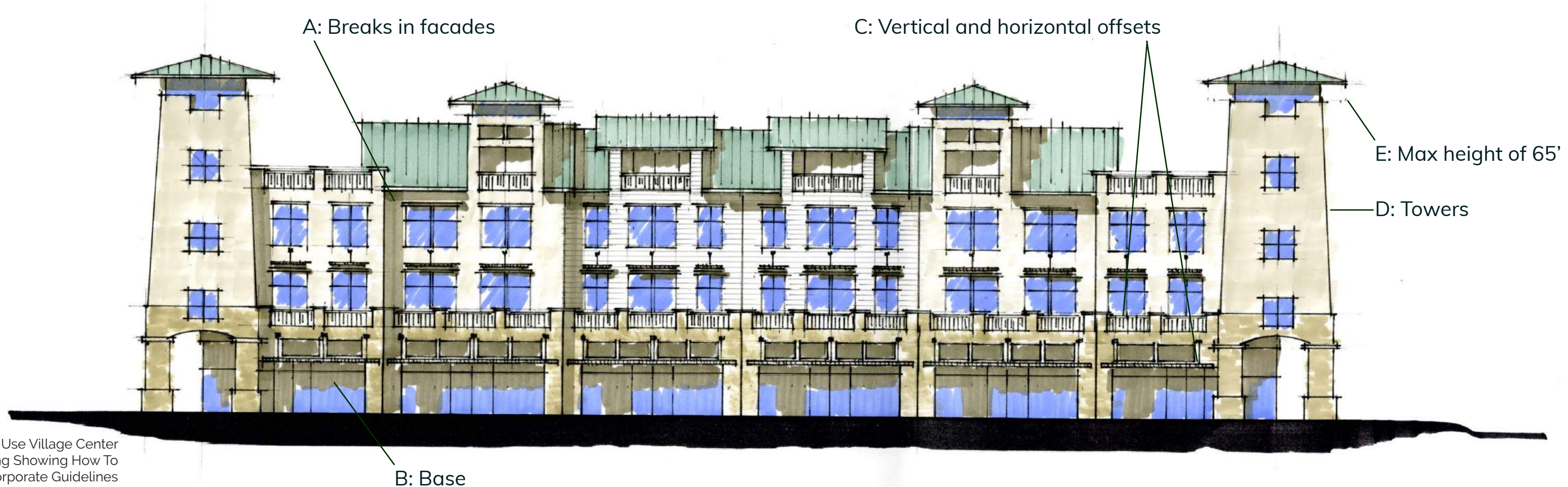
ARCHITECTURAL REQUIREMENTS

SCALE/MASSING/STRUCTURE HEIGHT

- Where possible, break large footprint buildings into several components of varying heights and materials, or create the appearance of several components by breaks in any given façade. (A)
- Create the sense of a base by using differing material at the building's base or first floor. (B)
- Provide vertical or horizontal offsets in the wall surfaces at regular intervals, including columns, projections, and recesses. (C)
- Vertical architectural elements such as towers should be used as focal points. Stairways should be designed as an integral part of the building architecture. (D)
- Unarticulated facades with spans over one hundred feet (100') are prohibited.
- On large footprint high-bay buildings (over 20,000 square feet), the minimum roof height shall be 20 feet.

BUILDING HEIGHT

- Multi-story buildings must not exceed six (6) stories or a maximum of 65 feet in height, excluding the parapet, rooftop access, and vertical architectural elements such as towers. (E)
- Proposed building heights must respect relationships to adjacent building heights, natural features, and scenic vistas.

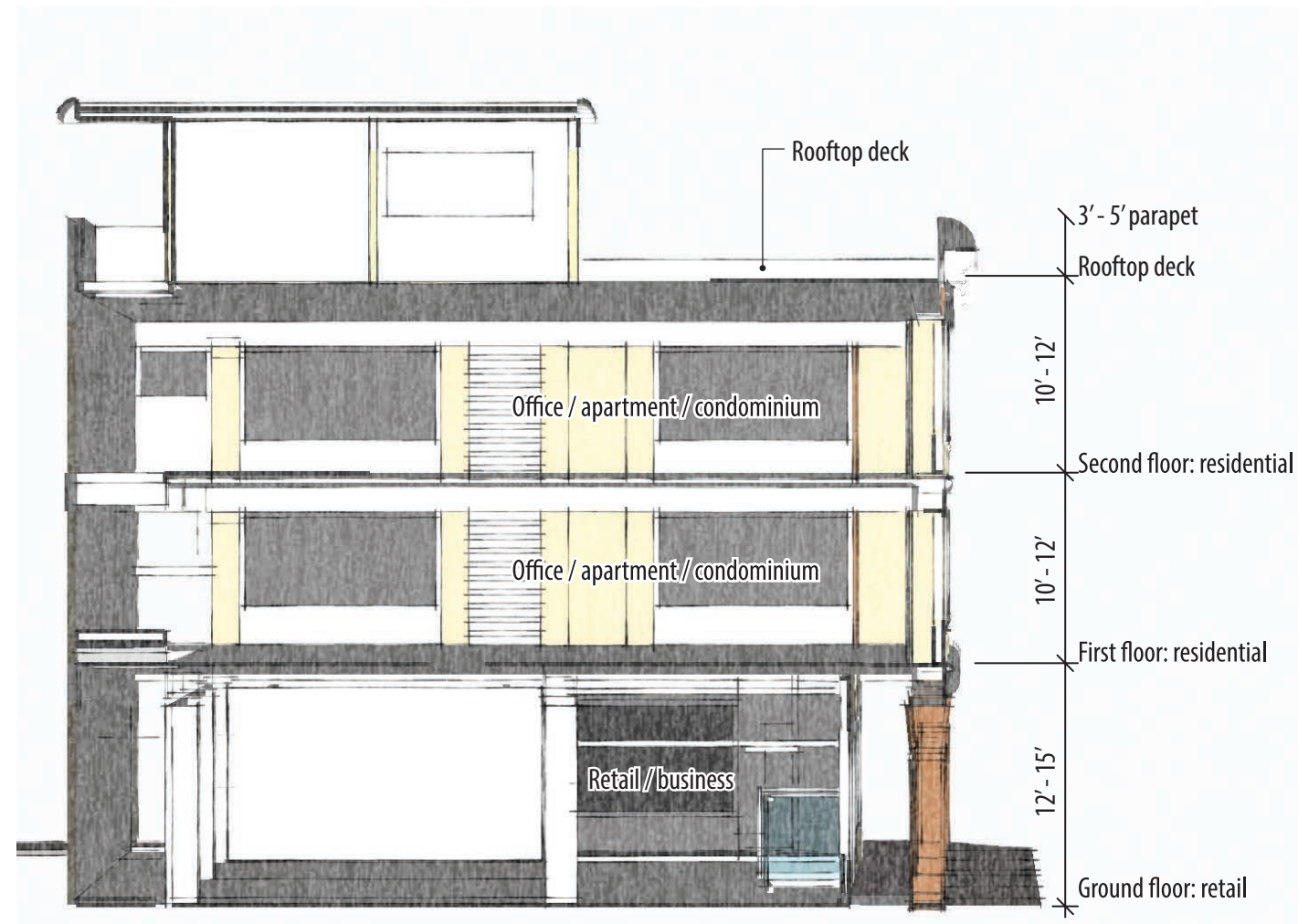


Mixed-Use Village Center Building Showing How To Incorporate Guidelines

ARCHITECTURAL REQUIREMENTS

FACADES

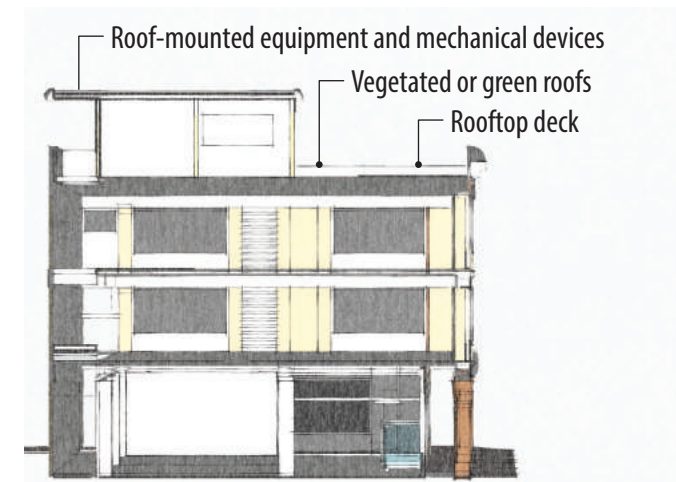
- Each façade must have a classically-proportioned top, middle, and base.
- Each Village Center façade shall consist of a street-level storefronts for retail/business use (12' to 15' in height), two to three upper levels for business/office, or residential use (10' to 12' floor-to-floor height), and a 3' to 5' high parapet or sloped roof (4:12 roof pitch maximum with deep overhangs).



(Above) Section through Mixed-Use Building

ROOF DESIGN

- Roof-mounted equipment and mechanical devices must be either screened from view of the public right-of-way or incorporated into an attractive architectural element or form that matches the style and massing of the building.
- Solar heat must be reduced on the roofs by using materials that do not absorb a high amount of solar radiation. For more information, see www.coolroofs.org.
- Reduce overly large and tall roof designs. Rooflines for large footprint buildings should be broken up in response to the various components comprising the building mass. Nearly vertical or steeply pitched roofs should be avoided.
- Vegetated or green roofs are encouraged, where appropriate.



EXTERIOR MATERIALS AND COLOR PALETTE

- Lighter cladding materials should occur above heavier materials in all cases.
- The side and rear elevations of a building must complement the detailing of the front façade using related materials and detailing.
- Exterior materials and finishes not allowed include the following:
 - Vinyl siding
 - Standard CMU
 - Vertical Siding
 - Metal cladding



Example of Incorporating Exterior Materials and Color Palettes By Using Design Guidelines

ARCHITECTURAL REQUIREMENTS

ENTRYWAYS/LOBBIES

- Entries should be designed to be consistent with the overall architectural design, including massing, colors, and materials.
- The storefront entrance to each building shall face the public street. The primary entrance shall be expressive and three-dimensional, utilizing columns, pediments, or other architectural forms to provide a welcoming expression.
- The main entry/storefront should be easily visible from the public roadway.
- Entries into the building will serve the internal circulation to the building leading to the upper floors and incorporating elevator, stairs, and lobbies.
- The main entry must be more significant in scale than secondary entries and easily recognized as the building's main entrance.
- Secondary entries should be similar to the main entry but be scaled down with the use of materials and detailing.

WINDOWS

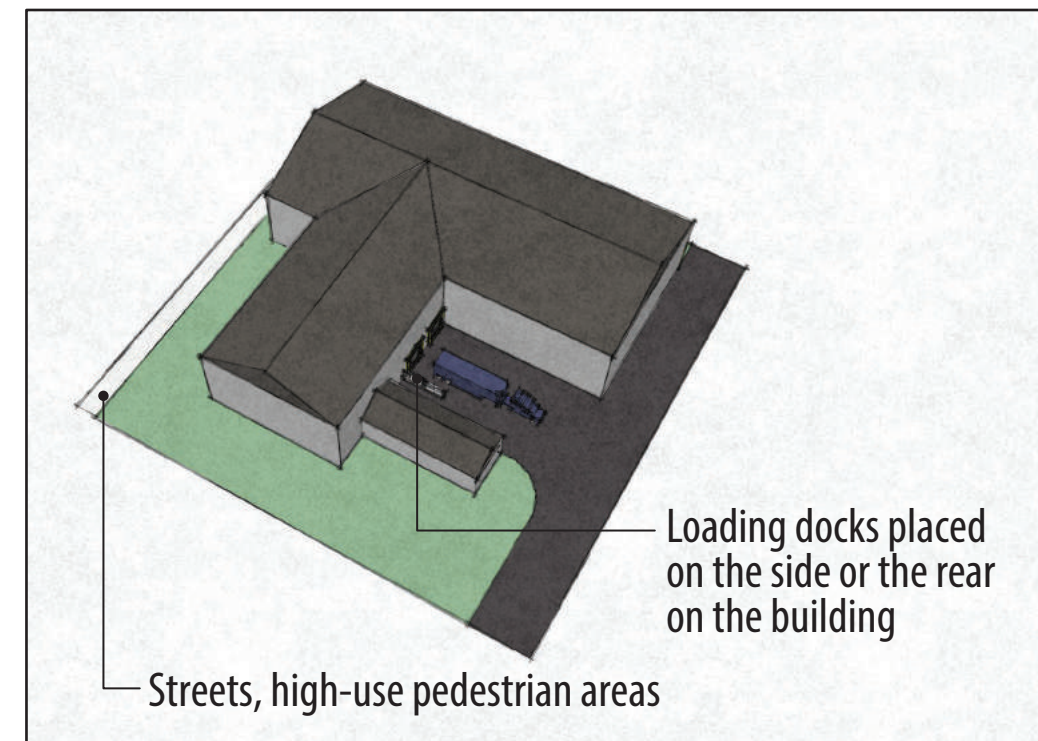
- Windows should be properly sized to allow for the best daylighting conditions where possible.
- Glazing should be selected in order to minimize heating and cooling loads while maximizing visual comfort for the intended occupants and their specific needs.
- Insulated low-emissivity (low-e) glazing should be selected to reduce thermal loads.
- Top lighting (skylights, light pipes, clerestories, monitors, saw tooth roofs, etc.) should be utilized in large single-story buildings and on the upper floor of multi-story buildings.

ACCESSORY STRUCTURES

- All accessory buildings must be consistent with the architecture of the primary building.
- Accessory buildings must be located behind the primary structure and be screened from view where visible from public streets.
- Manufactured or modular buildings may be installed upon approval from the DAB in accordance with the provisions of these Design Guidelines.
- No structure of a temporary character, such as trailers, tents, shacks, barns, pens, kennels, runs, stables, and sheds not anchored on foundations or other temporary accessory buildings shall be erected, used or maintained on any Lot except in connection with construction activities.

LOADING DOCKS/WASTE COLLECTION (INCLUDING RECYCLING)

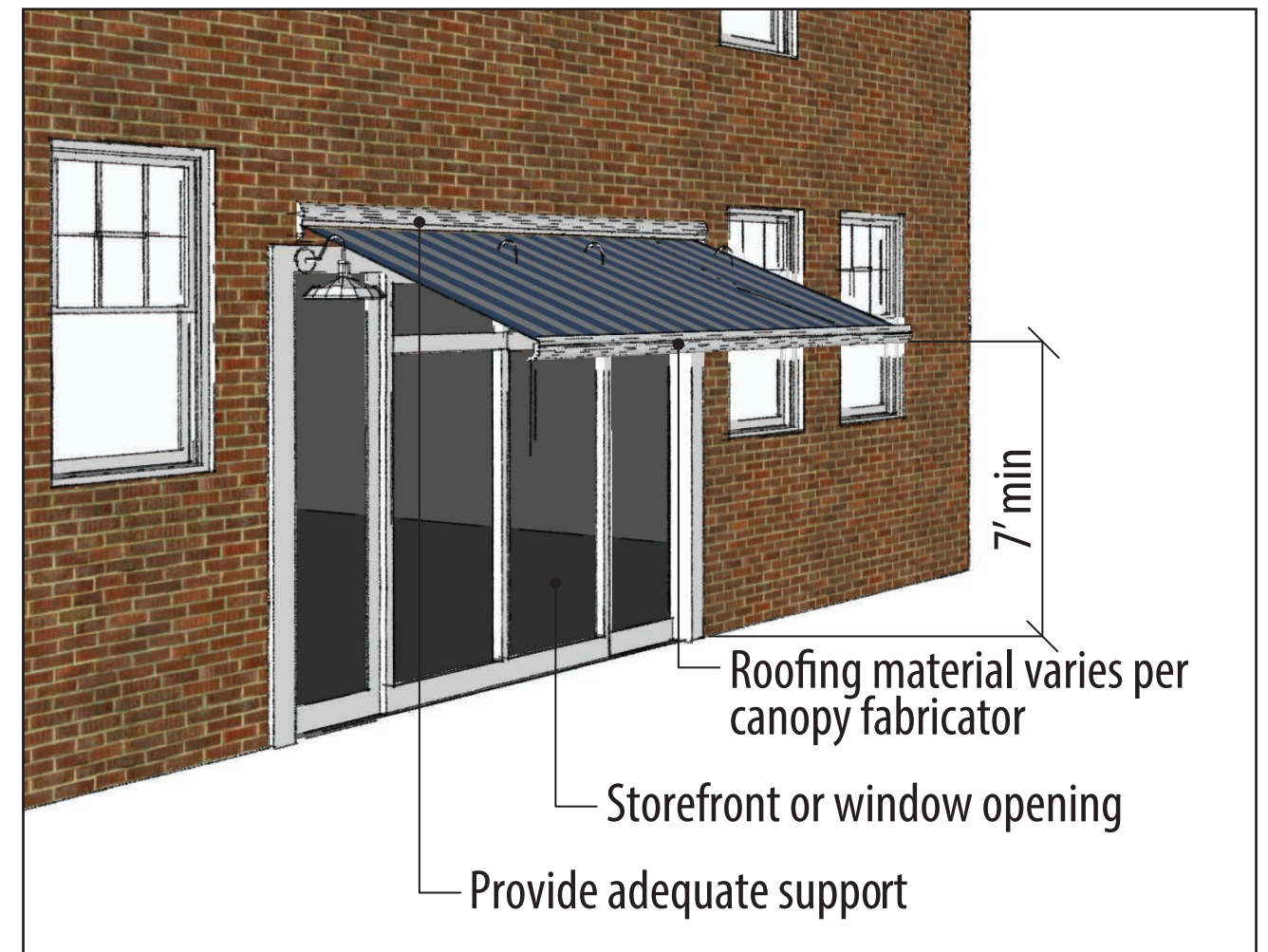
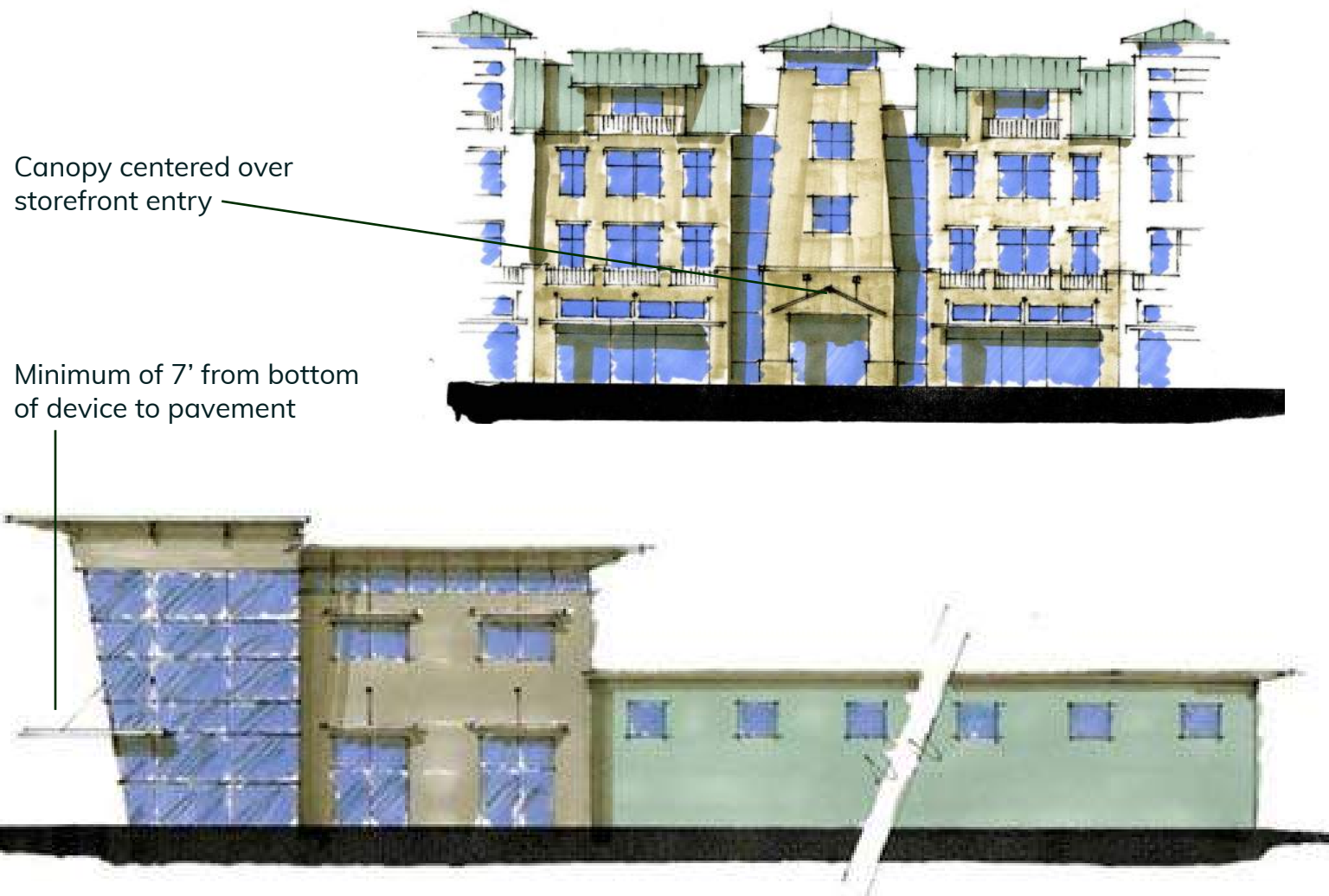
- Each building site must provide sufficient on-site loading facilities to accommodate site activities, and all loading movements, including turnarounds.
- Loading areas shall be placed away from streets, entrance drives, and high-use pedestrian areas.
- No materials, supplies, or equipment shall be permitted to remain outside of any structure unless screened satisfactorily.
- Service areas and loading docks shall be placed on the side or the rear of the building. If placed on the side, arrange service so that it mirrors the pattern of the adjacent building.
- Access openings shall be located in such a manner so as to minimize public view into the service area.
- Service areas shall not be permitted to protrude above the tip of the screening wall or plantings.
- No rubbish, trash, garbage, or other waste material shall be kept or permitted on the Lots except in containers located in appropriate areas, if any, and in all events such containers shall not be visible from any of the Lots except for the minimum time necessary for its collection.
- Areas for trash collection shall be accessible for service.
- All trash areas shall be fully enclosed and screened from view by walls and supplemented with landscaping.
- Enclosures must be architecturally consistent and compatible with the design of the primary building.



ARCHITECTURAL REQUIREMENTS

AWNINGS, CANOPIES, AND SHADING DEVICES (NON-RESIDENTIAL)

- Awnings, canopies, and shading devices must complement the building's architectural style, material, color, and details.
- Awnings, canopies, and shading devices must not conceal architectural features such as cornices, columns, pilasters, or decorative details.
- Awning signage and text must be consistent with other signage and should conform to the signage design palette established for Southern Gap.
- Awning, canopy, and shading device colors, forms, scale, and detailing should complement the color of the building by matching or accenting trim.
- Awnings, canopies, and shading devices over an entrance should be centered over the entrance with a minimum clearance of seven feet (7') from the bottom of the device to the pavement



(Above) Business Park Facility - Conceptual Drawings Showing Guidelines Use

DISTRICT: RESIDENTIAL SITE DEVELOPMENT

CHAPTER 4: Introduction	53
Site Development Requirements.....	54
Lot Development.....	54
Setbacks Matrix.....	54
Fences/Walls.....	55
Exterior Lighting/Windows.....	56
Parking.....	56
Landscaping: Plantings.....	56
Ornaments & Appurtenances.....	57
Massing/Scale/Structure Height.....	57
Porches, Patios, & Decks.....	58
Roof Design.....	58
Garages & Accessory Structures.....	59
Exterior Materials & Color Palette.....	60
Residential Utility Placement.....	60



SITE DEVELOPMENT REQUIREMENTS

INTRODUCTION

Since Southern Gap will be a community known for high-quality design and innovative ecological sensitivity, the following design requirements are established for residential areas.

These requirements address the proper siting of a residence, architectural details, and additional exterior elements for single-family residential dwellings. As developers and property owners use these guidelines, the residences that make up Southern Gap will grow into neighborhoods where each house fits gracefully and sensitively into the surrounding landscape, augmenting and protecting each homeowner's property value investment.

LOT DEVELOPMENT

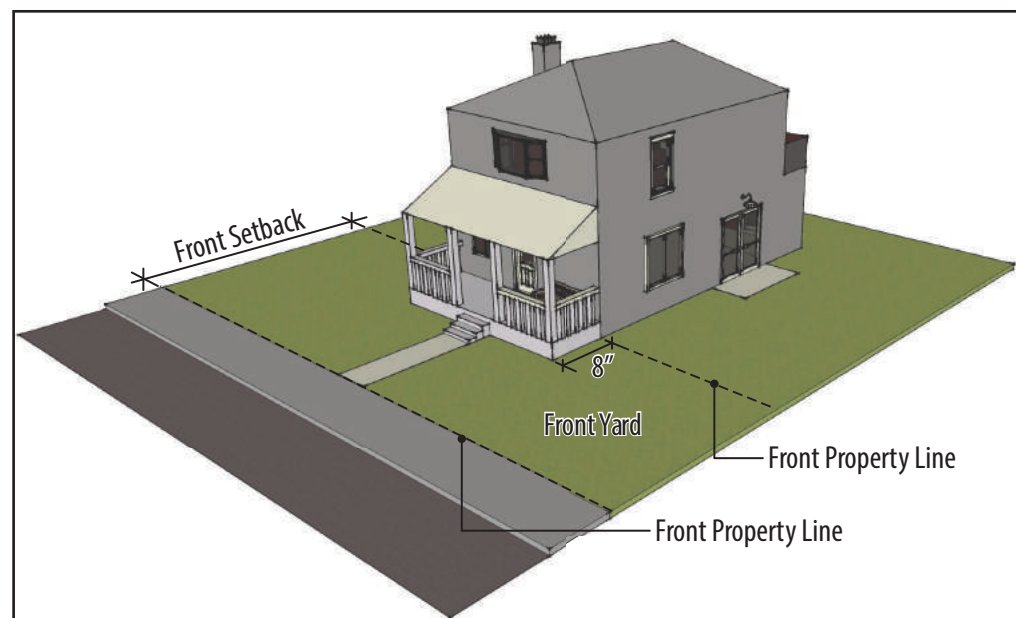
- To ensure a consistent development pattern, lots cannot be combined or subdivided.
- Once a lot is purchased by an individual homeowner, construction must begin within 12 months of the purchase date. Construction must be completed no later than 36 months of the purchase date.
- No more than ten lots may be purchased by a single individual or entity.

SETBACKS MATRIX

- The setback of structures along one side of a street should be generally consistent. Infill structures should use the average setback of adjacent buildings on the same side of the street.
- In residential neighborhoods, the front porch may extend no more than eight feet (8') beyond the established front setback line into the front yard.

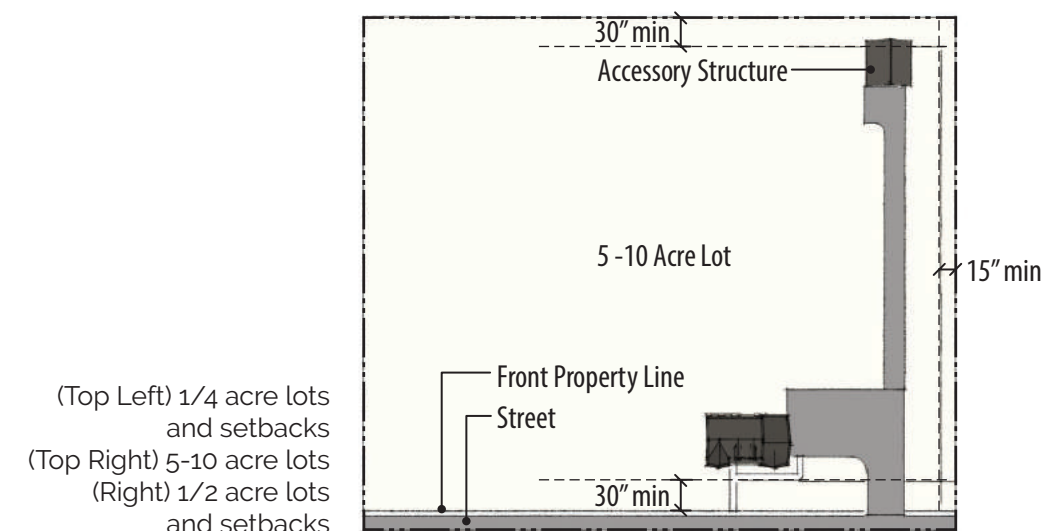
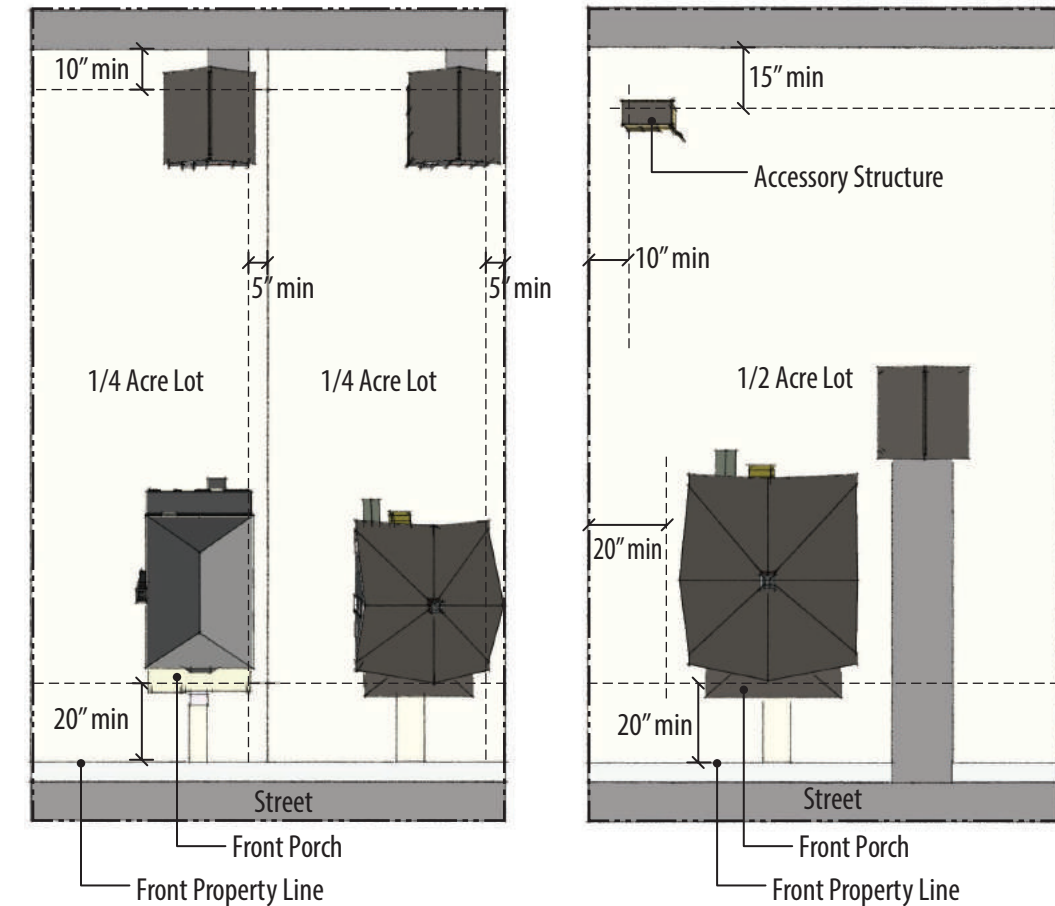
NOTE:

- Front setbacks are measured from the back of the sidewalk or property line to the front face of the building.
- Side setbacks are measured from the property line to the closest face of the building.
- Rear setbacks are measured from the rear property line to the rear face of the building.



FENCES/WALLS

- Freestanding walls may be up to three and a half feet (3.5') in height, located near the house, to create outdoor rooms.
- Privacy fences are allowed in the side and rear yards only.
- In low-density residential areas, fences and walls should be located in the side and rear yards of the property, to promote an open landscape character.



(Top Left) 1/4 acre lots and setbacks
(Top Right) 5-10 acre lots
(Right) 1/2 acre lots and setbacks

SITE DEVELOPMENT REQUIREMENTS

EXTERIOR LIGHTING/WINDOWS

- Exterior lighting should use dark-sky friendly techniques (cutoff luminaries, downlighting, timers, sensors, etc.) to the greatest extent possible to minimize excessive light pollution and light trespass. See www.darksky.org for more information.
- Lighting should be compatible with the surrounding area's design palette in style, height, size, and color.
- Light fixtures should be of the highest quality and craftsmanship, durable, and easily maintained.

PARKING

- Pervious drive and parking paving materials such as pervious concrete or pavers are encouraged to absorb rainwater into the soil. When used, these materials should allow for easy snow removal or other necessary maintenance without affecting performance.
- All undeveloped portions of any occupied parcel should be maintained as a formal or natural landscaped area, and not used for outside or open-air storage of any kind.
- Where possible, parking should be located to the side or rear of the residence and screened with trees and shrubs from primary views from public streetscapes and adjacent residences.

LANDSCAPING: PLANTINGS

- Low foundation plantings at the base of a house are encouraged, but the plant's mature height should not obscure windows and doors.
- Hedges in front of the front façade of the house should not grow to cover the windows on the first floor.
- Formal areas requiring trimming of lawns and shrubs and removal of debris from open grass or paved areas must be maintained in a reasonably neat and orderly appearance per the intent of the original landscape design and concept.
- Where possible, minimize the installation of landscaping and plant types and species where mature heights interrupt desirable vistas from neighboring houses.
- Minimizing formal lawn areas is encouraged to reduce maintenance and water use. Low-maintenance groundcovers tolerant of dry conditions are encouraged as an alternative to lawn areas.
- Less- formal or naturalistic areas are encouraged, such as meadows and wildflower bays, as they require less active maintenance and are more conducive to wildlife. Seasonal removal of some fallen debris and excess undergrowth may still be appropriate for these areas.
- Mulches of decorative rock, long-leaf pine straw, or other non-indigenous material are not allowed.



ORNAMENTS & APPURTENANCES

- Waste and recycling bins must be stored out of view of the public right-of-way until 24 hours before pick-up. They must be removed from the street within twelve (12) hours following pick-up.
- No rubbish, trash, garbage, or other waste material shall be kept or permitted on the Lots except in containers located in appropriate areas.
- Satellite dishes must be screened from public view.
- Seasonal yard ornaments should be displayed only for a reasonable time frame before and after a holiday or event.
- Where desired, permanent yard ornaments should be attractive to maintain the Southern Gap development's integrity, respecting neighbors, and visitors. Permanent yard ornamentation should be coordinated with the DAB.
- Personal items such as mobile grills, toys, and recreational equipment should not be stored for long periods on porches or balconies where they are visible from adjacent buildings or the public right-of-way. Plants and furniture and decorative items made for outdoor environments are appropriate for these areas.
- To provide a neat, attractive, and harmonious appearance throughout the Subdivision, all awnings, shades, and window boxes shall be attached to, or hung or used on the exterior of, any window or door of any building. Exceptions may be considered if coordinated with the building façade and approved by the DAB.
- No foil or other reflective material shall be used on any windows or sunscreens, blinds, shades, or for any other purpose, nor shall any window-mounted heating, air conditioning, or fan units be permitted.
- No above-ground swimming pool shall be erected or maintained on any Lot. No inground swimming pool shall be constructed or maintained on any Lot unless approved by the DAB and unless enclosed by a fence approved by the DAB.

MASSING/SCALE/STRUCTURE HEIGHT

- All houses must be built on a solid foundation.
- For lots between 10,000 (1/4 Acre) and 25,000 (1/2 Acre) square feet, the total square footage of the house footprint shall not exceed fifteen percent (15%) of the lot area.
- For lots between 25,000 (1/4 Acre) and 45,000 (1 Acre) square feet, the total square footage of the house footprint shall not exceed ten percent (10%) of the lot area.
- For lots larger than 45,000 (1 Acre <) square feet, the total square footage of the house footprint shall not exceed 8 percent of the lot area.
- Maximum height of a home may not exceed three (3) stories above grade, from the front or street-facing sides of the house. This height restriction excludes walkout basements to the rear or non-street facing sides of the home.

SITE DEVELOPMENT REQUIREMENTS

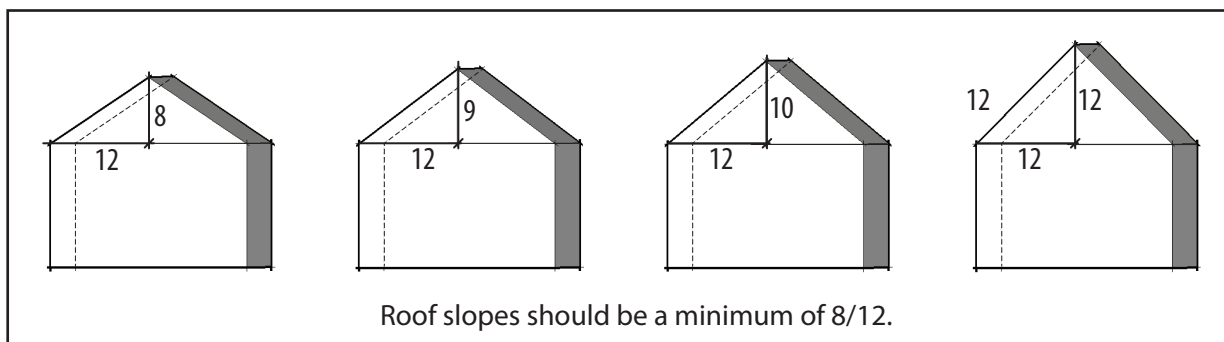
PORCHES, PATIOS, & DECKS

- Front porches must not be less than 8 feet deep and 16 feet long, with a minimum square footage of 130 square feet.
- All single-family homes are encouraged to have a front porch.
- Residential porch details, including railings and columns, should be of a simple style that reinforces the main house's architectural style and materials. Natural materials, such as rough wood or stone finishes, are encouraged.
- Patios and decks are encouraged, in a style and material that complements the main house.



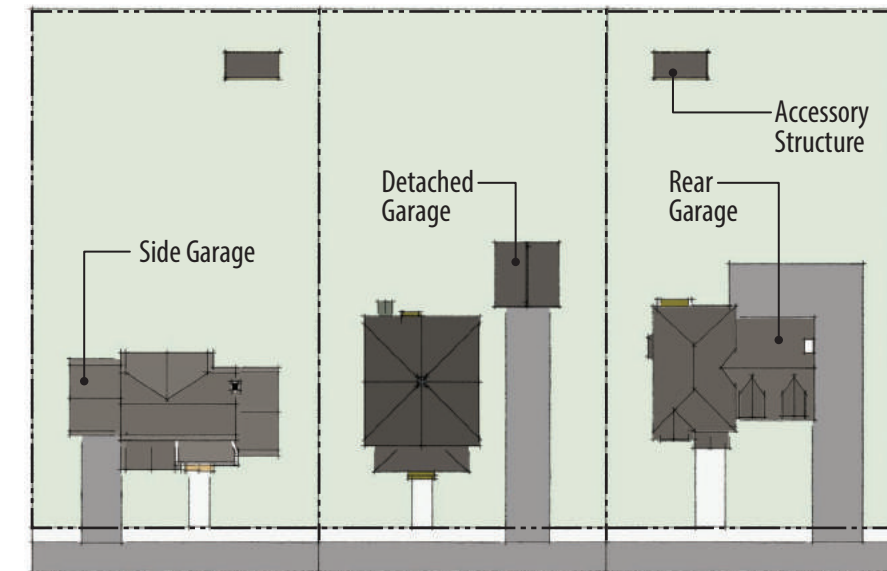
ROOF DESIGN

- The primary roof pitch on the main house must be 8/12 or steeper. Side wings or additions to the main house must have a roof of similar material and pitch to that of the main house, and the roof must be subordinated to that of the main house.
- The primary roof must be constructed of a naturalistic material that blends well into the landscape and style of the house.
- Roof overhangs must be a minimum of 18 inches deep.
- Front porch roofs must have a lower slope than the main roof.
- Patio and deck roofs (where applicable) must be flatter than the main roof of the house and should not detract from the architectural style of the house. The primary roof pitch on the main house must be 8/12 or greater. Side wings or additions to the main house must have a roof of similar material and pitch to that of the main house and the roof must be subordinated to that of the main house.

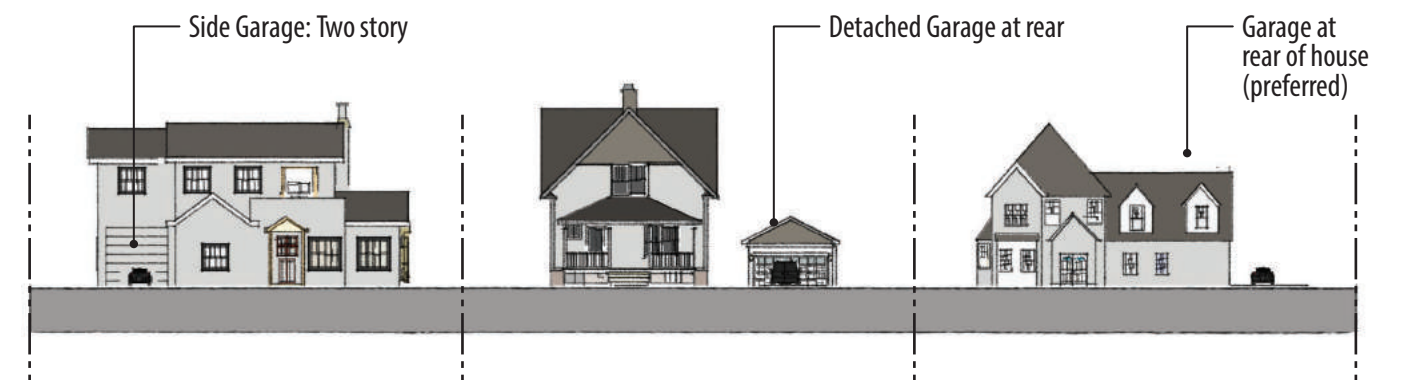


GARAGES & ACCESSORY STRUCTURES

- Garages and accessory structures must be located behind the street-side face of the main body of the house. The height of the garage and accessory structure must be subordinated to that of the main house.
- Garage doors must be of high-quality design and construction.
- For residences, the garage or carport should be oriented toward the side or rear of the property and screened. In cases where it must face the street, the garage should be set back from the house's front façade to subordinate it to the main façade of the house. Garage doors should be of a design that visually reduces the width of the door.
- Accessory structures are not permitted in the front yard.



Residential garage placement, subordinated



Houses with subordinated garages

SITE DEVELOPMENT REQUIREMENTS

EXTERIOR MATERIALS & COLOR PALETTE

- Appropriate exterior finishes include natural materials that reflect the surrounding landscape.
- Exterior colors used on houses and accessory structures should be subdued earth tones that blend into the surrounding landscape.
- Exposed foundation walls should have a decorative finish that matches the exterior material and color palette of the home, on the front or street-facing sides.
- Vinyl is an appropriate exterior material provided it is not the principal material used on a façade. Changes in the materials should respond to architectural forms, such as at gabled end walls, between floors, or protruding entryways.
- Inappropriate exterior materials include exposed concrete block and stucco.

RESIDENTIAL UTILITY PLACEMENT

- HVAC equipment and waste bins must be adequately screened from view by appropriate landscaping, fencing, or walls.
- Equipment for renewable energy production (solar shingles, wind turbines, etc.) is not required to be screened in a manner that would limit their function. Still, the visual and audible impact of such equipment must be minimized to the greatest extent possible.



SIGNAGE REQUIREMENTS

CHAPTER 5: Introduction.....	63
Signage Requirements.....	64
Color Palette.....	65
Sign Family.....	66
Signage Types.....	67
Location.....	68
Height & Size.....	69
Design Considerations.....	70



SIGNAGE REQUIREMENTS

SIGNAGE REQUIREMENTS

A comprehensive effort to standardize signage throughout Southern Gap has been made to allow for identifiable wayfinding, unity of sign appearance, reduction of visual clutter, and quick corporate identification of businesses and facilities. Signage should generally be easy to read, instantly identifiable, and always reflect the character of Southern Gap.

Establishing a coordinated and attractive signage system throughout Southern Gap is a primary way of maintaining a consistent character throughout the development. Gateway signs will first introduce the Southern Gap brand to newcomers, and elements of this brand will be carried through all wayfinding signage, road signage and even individual commercial signage. This will ensure that all properties are consistently linked with the central Southern Gap identity (see Southern Gap Master Plan for more details on gateways).

Signage design considerations should take into account visual appeal, readability, and safety, as well as ease of installation, longevity, affordability, and maintenance.

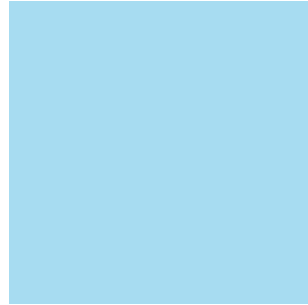








Signage as part of plan submittal to the DAB is to be reviewed and except as otherwise expressly permitted in the rules and regulations and/or the guidelines adopted from time to time by the DAB. Conditions for signage are as listed.



Recently completed monument sign at Poplar Gap Park.

COLOR PALETTE

The following colors will be used as the Southern Gap color palette. 2/3 of the colors on the sign must be from the approved Southern Gap color palette.

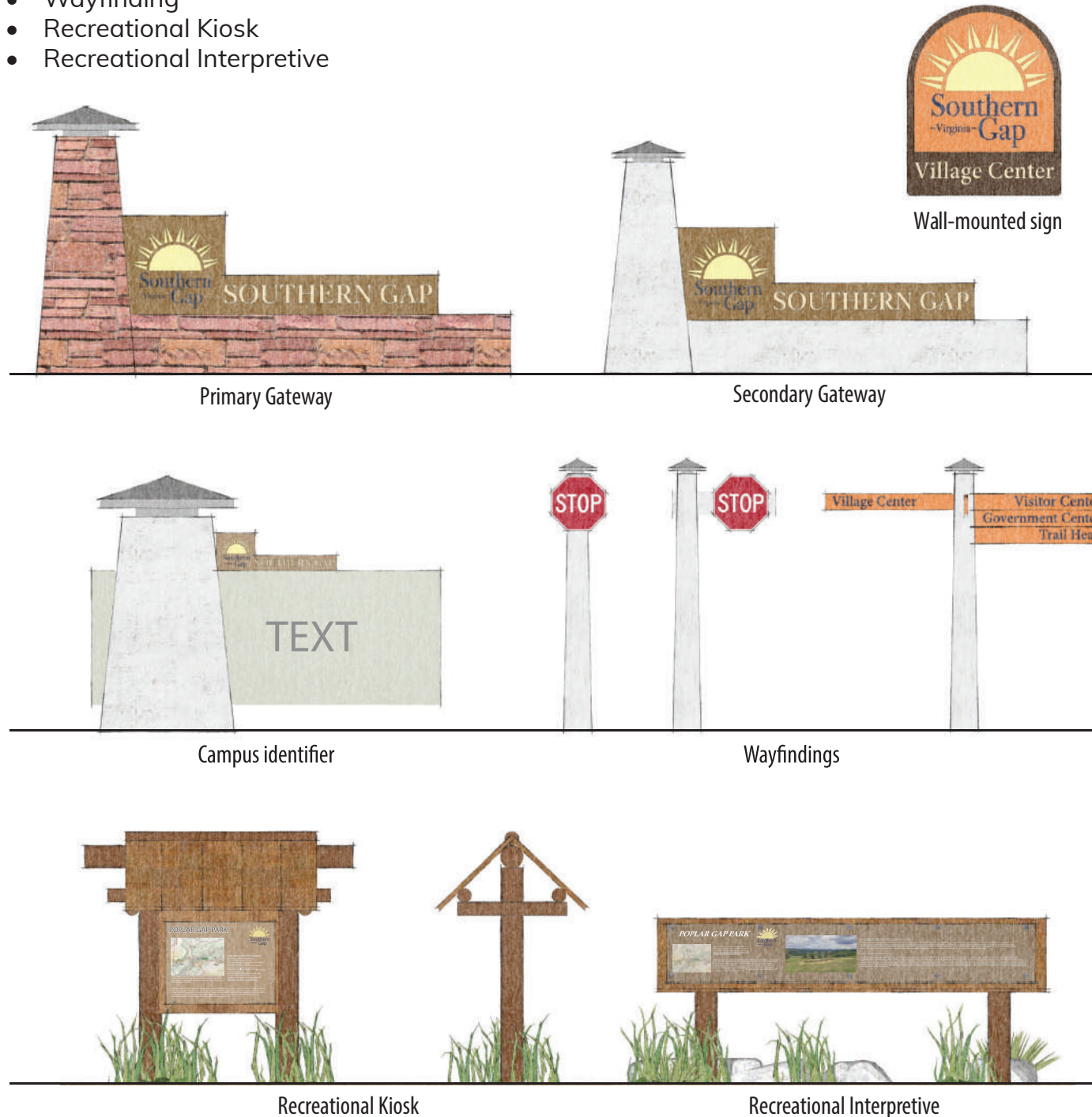
		
R: 168 G: 219 B: 239	R: 243 G: 222 B: 178	R: 64 G: 44 B: 30
		
R: 31 G: 140 B: 70	R: 139 G: 116 B: 90	R: 193 G: 115 B: 60
		
R: 100 G: 164 B: 93	R: 115 G: 86 B: 47	R: 235 G: 177 B: 33

SIGNAGE REQUIREMENTS

SIGN FAMILY

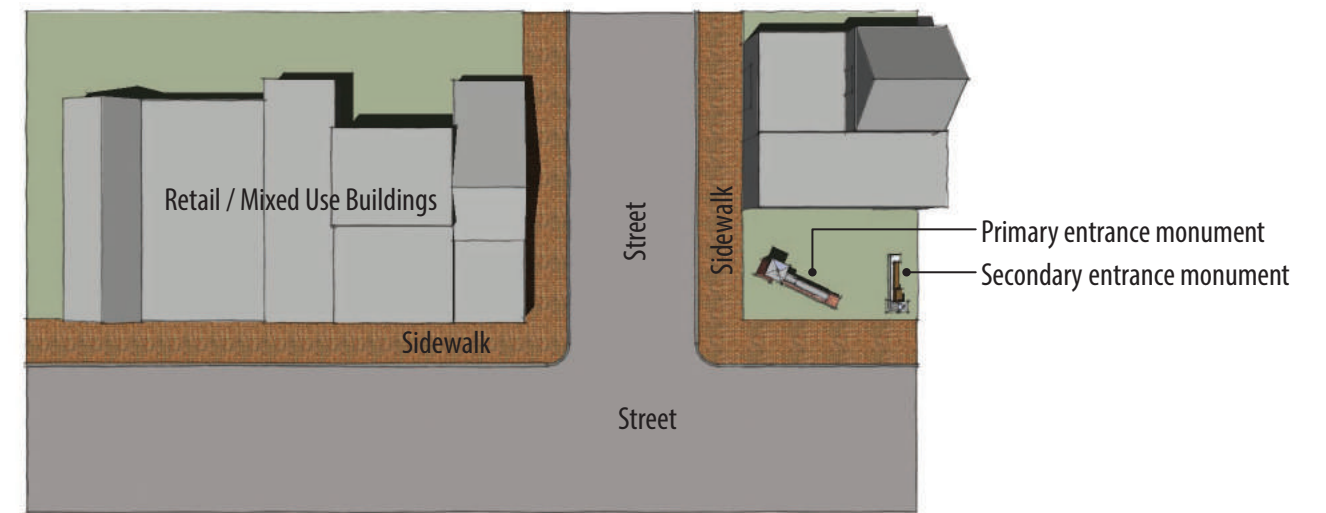
A family of signs in Southern Gap will bring consistency. The family includes:

- Primary Gateway
- Secondary Gateway
- Wall-mounted
- Campus Identifier
- Wayfinding
- Recreational Kiosk
- Recreational Interpretive



SIGNAGE TYPES

- Signage shall be of the style and materials approved for the Southern Gap signage palette or an approved style similar to and compatible with the palette.
- Monument signs shall be restricted to the corporate name and/or company logo and should include the business address. Monument signs should incorporate the use of local stone in base or pillars.
- One monument sign is permitted for each parcel fronting one public street. Corner commercial lots with access from two separate roads can have two monument signs, a primary sign at the main visitor entrance, and a secondary sign at the secondary entrance. The secondary entrance monument sign shall be two-thirds the size or smaller of the primary entrance monument sign.

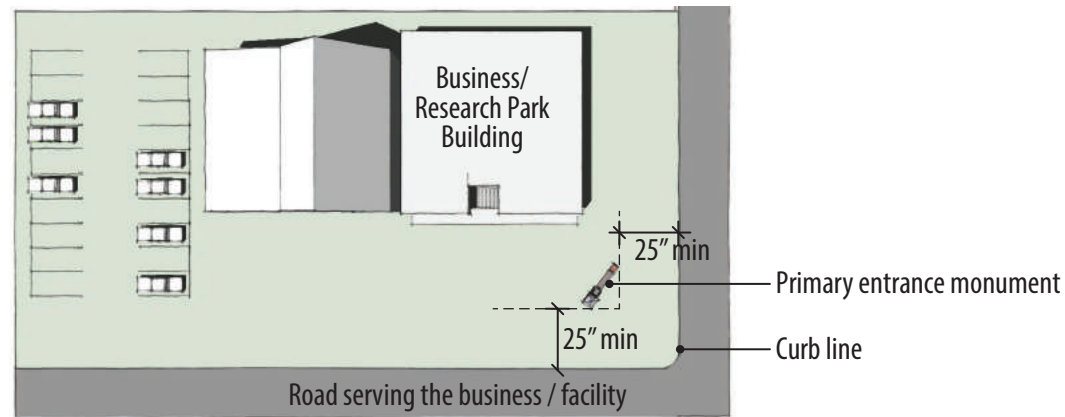


- No more than two wall-mounted commercial signs are permitted on any single building.
- Signs not allowed include:
 - Signs projecting above a building roofline
 - Signs painted on any wall of a primary building or any accessory structure
 - Highway oriented billboard signs
 - Signs on roofs, dormers, or balconies
 - Flashing and/or audible signs
 - Neon signs
 - Pole signs
 - Video or digital signs
 - Portable signs
 - Sign benches
 - Off-site signs of any type
 - Vehicles with signs oriented toward public areas, parked for more than 24 hours

SIGNAGE REQUIREMENTS

LOCATION

- Businesses with frontage visible from Route 744 may have the corporate name or company logo on the building face seen from the highway
- Signs are not permitted within eighty-five (85) feet of the Route 744 right-of-way (ROW) to maintain a parkway setting along Route 744.
- Monument signs must be a minimum of twenty-five (25) feet from the curb-line of the road that serves the business or facility.

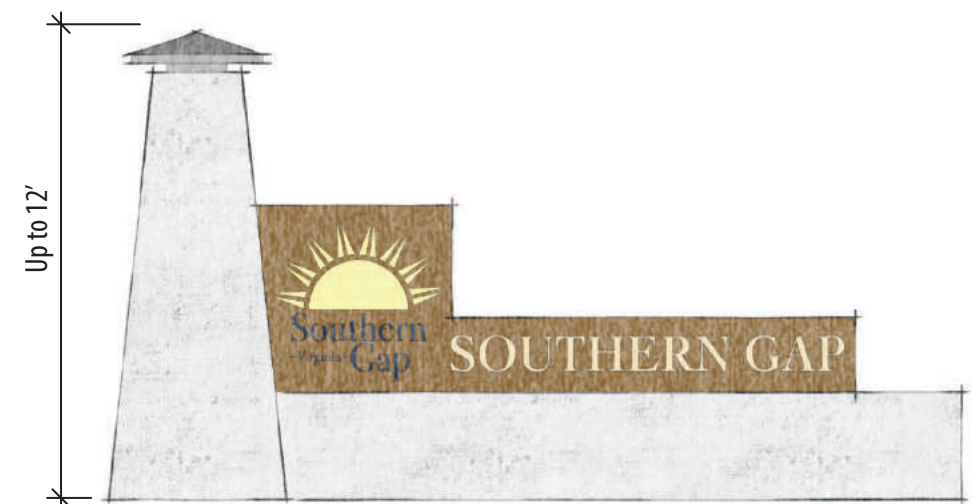


- Entry signage and any landscaping must allow for safe sight distance for vehicular traffic.
- Wall mounted signs shall be placed parallel to and attached directly to the building façade.
- Internal wayfinding signage and markers (if necessary) must be coordinated throughout the site and limited to significant attractions such as visitor parking, deliveries, etc. Wayfinding signage should be consolidated into one sign structure where practical to minimize visual clutter within the site.



HEIGHT & SIZE

- There is a total net budget of two hundred and seventy square feet (270 sf) of signage allotted for each site. This budget applies to all monument and wall mounted signage. Wayfinding signage is not included in this net budget. Stone base or pillars are not included in this budget.
- Monument signs shall not exceed a maximum of forty square feet (40 sf) and no taller than twelve (12) feet.
- Wall-mounted signs are permitted on structures and shall not exceed one hundred and fifty square feet (150 sf) in total sign area or fifteen percent (15%) of the façade area, whichever is less.



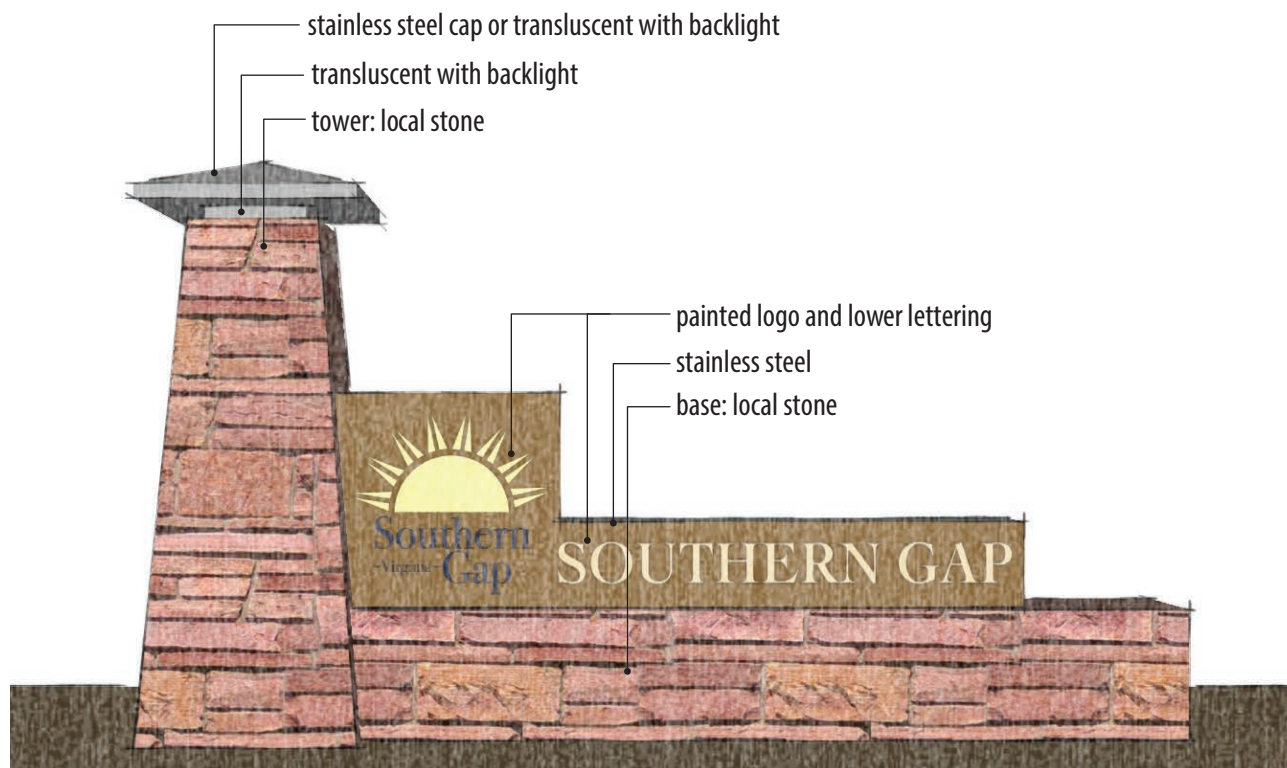
DESIGN CONSIDERATIONS

DESIGN CONSIDERATIONS

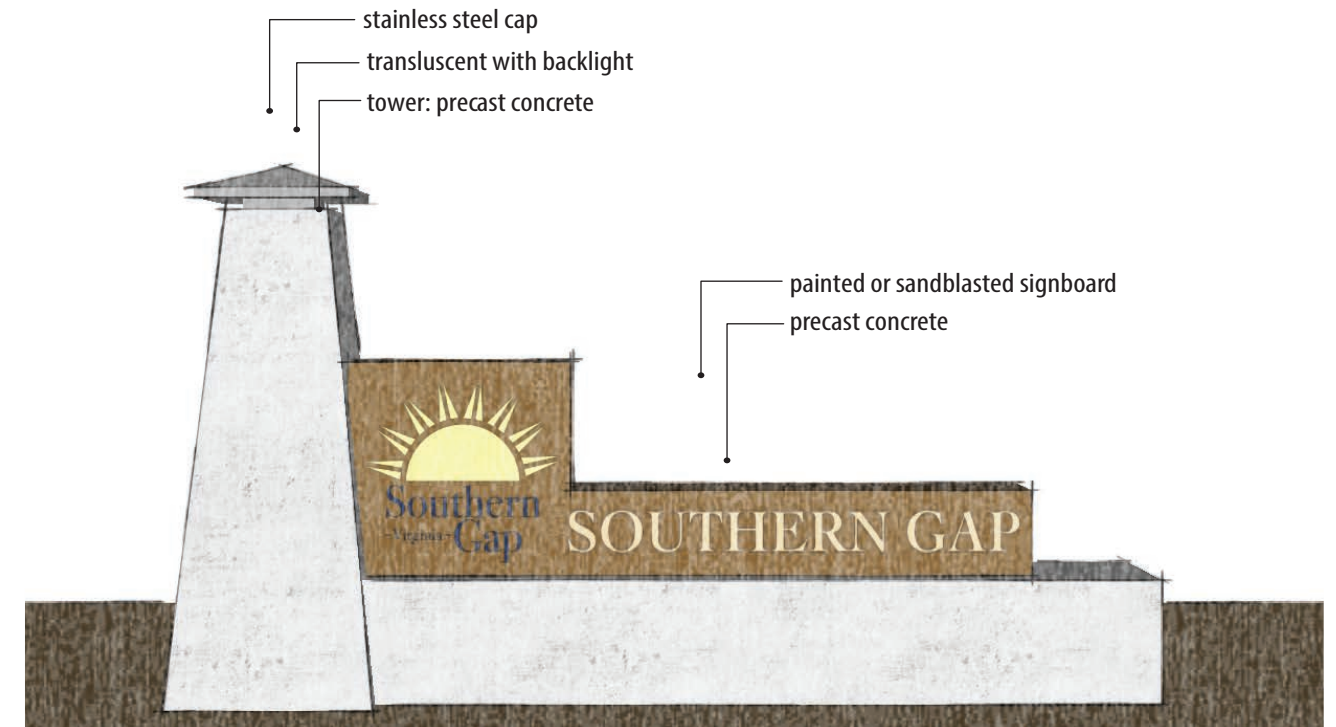
The following signage regulations can be used for reference:

1. Most recent edition of MUTCD Standards, Chapter 2D Guide Signs – Conventional Roads.
2. Virginia Supplement to the most recent edition of the MUTCD Standards, Section 2A, Sections 2D, and Section 2M.
3. Most recent edition of VDOT Road and Bridge Standards, STP-1
4. Most recent edition of VDOT Virginia Standard Highway Signs Guidelines
5. VDOT Traffic Engineering Design Standards and Guidelines, Chapter 3 - Signing and Pavement Markings

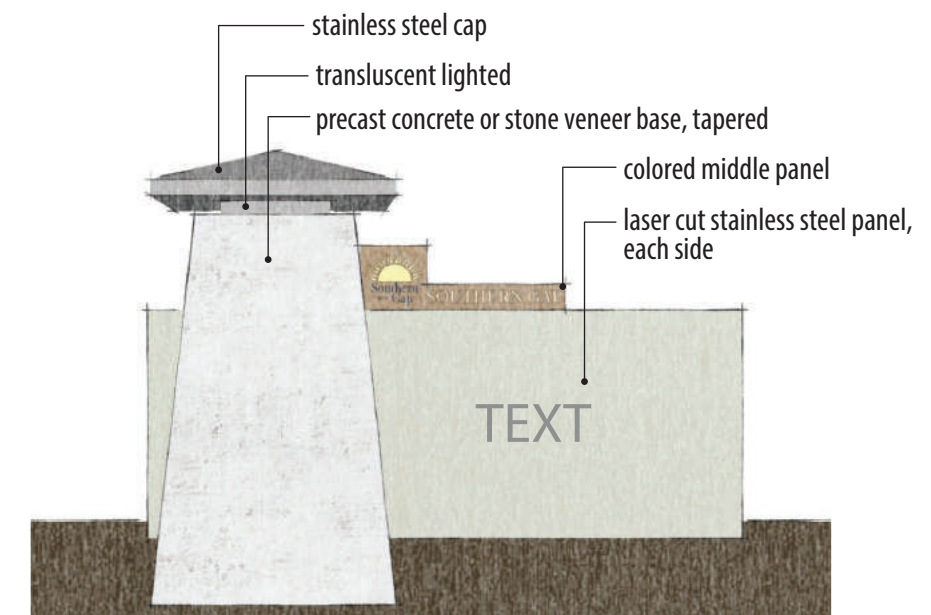
The following signage examples provide design standards to consider: primary/secondary gateway, campus identifier, wayfinding, and recreational signs.



Example Primary Gateway/Monument Sign located at main entrances into Southern Gap.

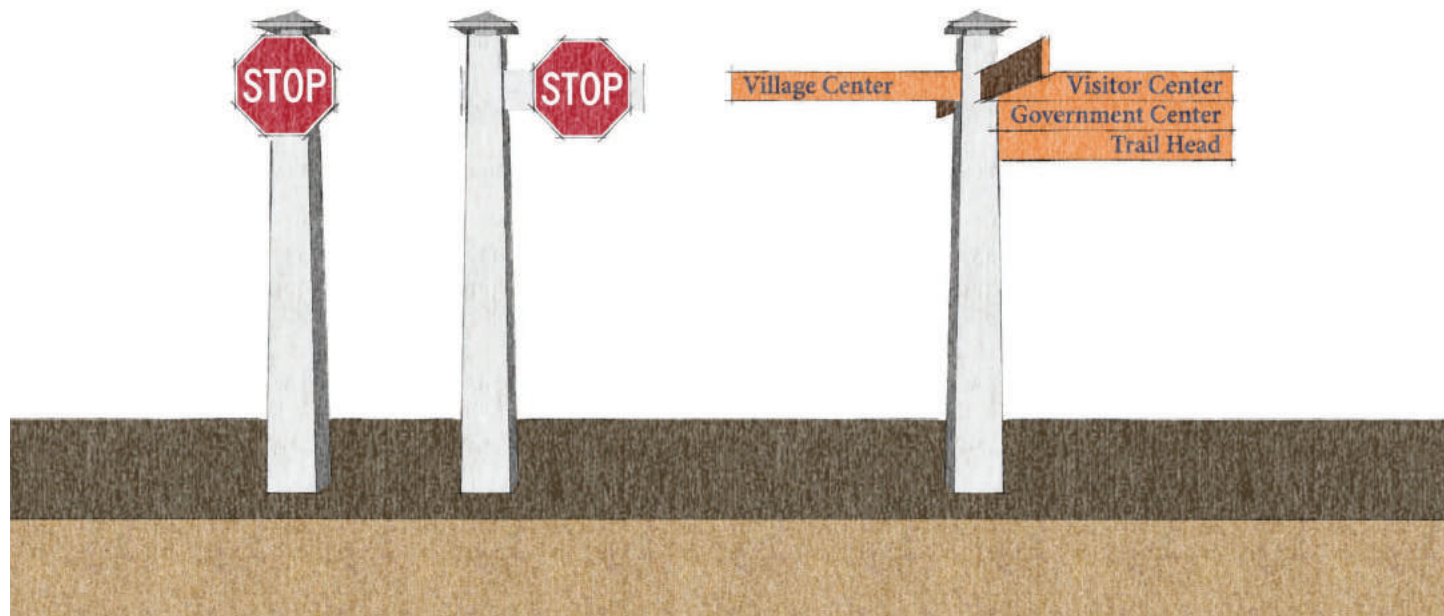


Example Secondary Gateway Sign located at primary destinations and subdivisions.



Example Campus Identifier Signage

DESIGN CONSIDERATIONS

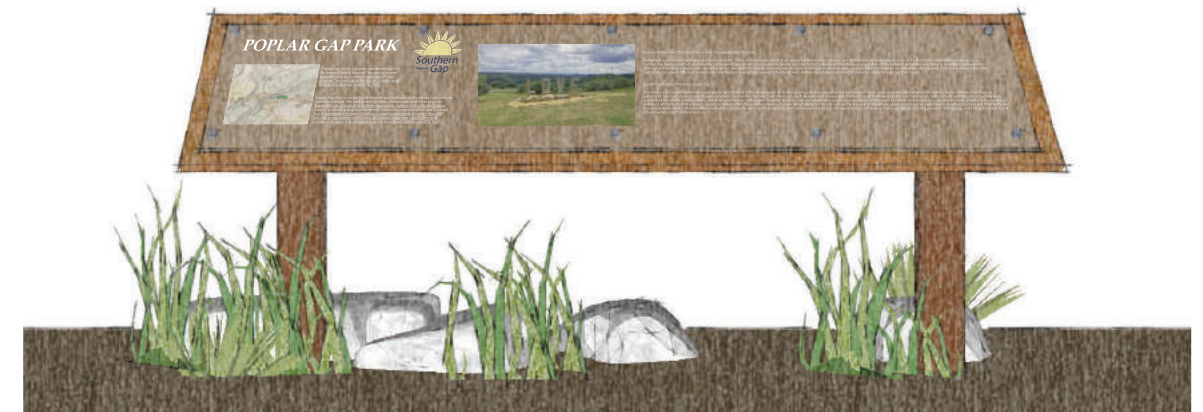


Wayfinding Signage



Recreational Trail System Kiosk

The kiosk is meant to provide information on the trail system such as history of the region, trail mileage, difficulty, uses permitted, general rules and safety, and locations such as overlooks, historic spots, and wildlife areas to name a few.



Recreational Interpretative Sign

PLAN REVIEW REQUIREMENTS

CHAPTER 6: Introduction.....	75
General Review Requirements.....	76
Design Assistance & Build Committee.....	76
Meetings & Activities.....	76
Submission of Plans.....	77
Approval of Plans.....	78
Disapproval of Plans.....	78
Additional DAB Responsibilities.....	79
Conceptual Plan Requirements.....	82
Conceptual Site Plan.....	82
Conceptual Landscape Plan.....	83
Conceptual Building Plan.....	83
Plan Requirements.....	84
Site Development Plan.....	84
Landscape Plan.....	86
Building Plan.....	86



GENERAL REVIEW REQUIREMENTS

DESIGN ASSISTANCE & BUILD COMMITTEE (DAB)

A Design Assistance and Build Committee (the “DAB”) was established for the purpose of reviewing and, as appropriate, approving or disapproving all Plans submitted by Owners and Developers. The DAB is composed of five (5) persons who are appointed by the Authority until 100% of the properties have been developed.

All plans and specifications for any installation, construction, or alteration of any Improvement on any Lot (“Plans”) shall be submitted to the DAB for approval (a) as to whether the proposed installation, construction, or alteration is in conformity and harmony of external design and general quality existing standards of the Subdivision and standards of the Design Guidelines and, (b) as to the location of Improvements with respect to topography, furnished ground elevation, and surrounding Improvements.

MEETINGS AND ACTIVITIES

The DAB shall hold regular meetings at least once every three (3) months or more often as may be established by the DAB in order to review proposed Plans. Meetings shall be held at such times and places as the DAB shall specify. Notice of regular and special meetings need not specify the purpose or purposes for which the meeting is called. The DAB shall keep and maintain records of votes and minutes for each of its meetings. The DAB shall make such records and minutes available at reasonable times and places for inspection by members of the Authority. Any action required to be taken at a meeting of the DAB, may be taken without a meeting if written consent, setting forth the action so taken, shall be signed by all of the members of the DAB and be filed within the minutes of the proceedings of the DAB. Such consent shall have the same force and effect as a unanimous vote, and may be stated as such in any document filed by the DAB. A majority of the members present at any meeting of the DAB shall constitute a quorum.

The DAB shall make findings, determinations, rulings, and orders with respect to Plans regarding the conformity with the provisions herein and the Design Guidelines. The DAB shall issue authorizations or approvals which may include specified requirements or conditions.

The decision of a majority of the DAB shall be final and binding upon any applicant for an approval, permit, or authorization, subject, however, to the review and modification by the DAB on appeal by the applicant to the DAB. Written notice of the decision of the DAB shall, within five (5) business days thereof, be given to the applicant. The applicant, within ten (10) days after receipt of the notice of such decision, may file a written request to have the Plans re-reviewed by the DAB.

SUBMISSION OF PLANS

Before commencing the construction, erection or installation of any Improvement on any Lot, including any site work in preparation therefor, and before commencing any alteration, enlargement, demolition or removal of an Improvement or any portion thereof in a manner that alters the exterior appearance of the Improvement or of the Lot on which it is situated, each Owner shall submit to the DAB a completed application on the form provided by the DAB, a proposed construction schedule and at least three sets of Plans of the proposed construction, erection, installation, alteration, enlargement, demolition or removal, which Plans shall include (unless waived by the DAB):

1. A site plan showing the location of all proposed and existing Improvements on the Lot including building setbacks, open space, driveways, walkways, and parking spaces including the number thereof and all siltation and erosion control measures;
2. A foundation plan;
3. A floor plan;
4. Exterior elevations of proposed Improvements and alterations to existing Improvements, as such Improvements shall appear after all back filling and landscaping are completed;
5. Specifications of materials, color scheme, light scheme, and other details affecting the exterior appearance of all proposed Improvements and alterations to existing Improvements; and
6. Plans for landscaping and grading.

GENERAL REVIEW REQUIREMENTS

APPROVAL OF PLANS

Upon approval by the DAB of any Plans submitted herein, one (1) copy of such Plans bearing such approval shall be deposited for permanent record with the DAB, and a copy of such Plans bearing such approval shall be returned to the applicant submitting the same. Approval of Plans for use in connection with any Lot or Improvement shall not be deemed a waiver of the DAB's right, in its sole discretion, to disapprove similar Plans or any of the features or elements included therein, if such plans, specifications, features, or elements are subsequently submitted for use in connection with any other Lot or Improvement. Approval of any such Plans relating to any Lot or Improvement, however, shall be final as to that Lot or Improvement and such approval may not be revoked or rescinded thereafter providing that there has been adherence to, and compliance with, such Plans, as approved, and any conditions attached to any such approval.

DISAPPROVAL OF PLANS

The DAB shall have the right to disapprove any Plans submitted pursuant to this Declaration in its sole discretion, including disapproval for any of the following reasons:

- The failure to include information in such Plans as may have been reasonably requested;
- The failure of such Plans to comply with this Declaration or the Design Guidelines;
- Any other matter which, in the judgment of the DAB, would be likely to cause the proposed installation, construction, or alteration of a Improvement to fail to be in conformity and harmony of external design and general quality with the standards of the Subdivision, or as to location to be incompatible with topography, finish ground elevation, and surrounding Improvements. In any case in which the DAB shall approve the same only as modified or upon specified conditions, such disapproval or qualified approval shall be accompanied by a statement of the grounds upon which such action was based. In any case the DAB shall, if requested, make reasonable efforts to assist and advise the applicant in order that an acceptable proposal may be prepared and submitted for approval.

ADDITIONAL DAB RESPONSIBILITIES

- **Obligation to Act**

The DAB shall take action on any Plans submitted as herein provided within thirty (30) days after receipt thereof. Approval by the DAB, if granted, together with any conditions imposed by the DAB shall be placed in writing on the Plans and shall be returned to the applicant. Failure by the DAB to take action within thirty (30) days of receipt of Plans submitted for approval shall be deemed approval of such Plans.

- **Consultation with Architects, etc.; Administrative Fee**

In connection with the discharge of its responsibilities, the DAB may engage or consult with architects, engineers, planners, surveyors, attorneys and others. Any person seeking the approval of the DAB agrees to pay all fees thus incurred by the DAB and further agrees to pay an administrative fee to the DAB in such amount as the DAB may from time to time reasonably establish. The payment of all such fees is a condition to the approval or disapproval by the DAB of any Plans, and the commencement of review of any Plans may be conditioned upon the payment of the DAB's estimate of such fees.

- **Inspection Rights**

Any employee, agent of the Authority, or the DAB may, after reasonable notice, at any reasonable time or times, enter upon any Lot and Improvement thereon for the purpose of ascertaining whether the installation, construction, alteration, or maintenance of any Improvement or the use of any Lot or Improvement is in compliance with the provisions of this Declaration and any approved Plans; and neither the Authority, nor the DAB, nor any such agent shall be deemed to have committed a trespass or other wrongful acts solely by reason of such entry or inspection, provided such inspection is carried out in accordance with the terms of this paragraph.

GENERAL REVIEW REQUIREMENTS

ADDITIONAL DAB RESPONSIBILITIES (continued)

- **Violations**

If any Improvement shall be erected, placed, maintained, or altered upon any Lot, other than in accordance with the Plans approved by the DAB pursuant to the provisions of this Declaration, such erection, placement, maintenance, or alteration shall be deemed to have been undertaken in violation of this Article and without the approval required herein. If in the opinion of the DAB such violation shall have occurred, the DAB shall notify the Authority. If the Board shall agree with the determination of the DAB with respect to the violation, then the Board shall provide written notice to the Owner by certified mail, setting forth in reasonable detail the nature of the violation and specific action or actions required to remedy the violation. If the Owner shall not have taken reasonable steps toward the required remedial action with thirty (30) days after the mailing of the foresaid notice of violation, then the Authority shall have the right to seek any remedy available at law or equity.

- **Certification of Compliance**

Upon completion of the installation, construction, or alteration of any Improvement in accordance with Plans approved by the DAB, the DAB shall, upon written request by the Owner thereof or upon the DAB's own initiative, issue a certificate of compliance, identifying such Improvement and Lot upon which such Improvement is placed, and stating that the Plans have been approved and such Improvement complies with such Plans. A copy of said certificate shall be filed for permanent record with the Plans on file with the DAB.

Any certificate of compliance issued in accordance with the provisions of this section shall be prima facie evidence of the facts therein stated; and as to any purchaser or encumbrancer in good faith and for value, or as to any title insurer, such certificate shall be conclusive evidence that all Improvements on the Lot comply with all the requirements of this Article, provided, however, that the certificate shall in no way be construed to certify the acceptability, sufficiency, or approval by the DAB of the actual construction of Improvements or of the workmanship, or to represent, or warrant to anyone the quality, function, or operation of the Improvements or of any construction, workmanship, engineering, materials, or equipment. The issuance of the certificate shall in no way be construed to certify to any party that the Improvements have been built in accordance with any applicable rule or regulation other than those of the DAB.

ADDITIONAL DAB RESPONSIBILITIES (continued)

- **Non-Discrimination**

The DAB shall not discriminate against any applicant requesting approval of Plans because of such applicant's race, color, sex, religion, age, or national origin. Further, the DAB in the exercise of its powers granted pursuant to this Declaration shall not take any action the intent or effect of which is to discriminate against persons of a particular race, color, sex, religion, age, or national origin.

- **Limitation of Liability**

The approval by the DAB of any Plans, and any requirement by the DAB that the Plans be modified, shall not constitute a warranty or representation by the DAB of the adequacy, technical sufficiency or safety of the improvements described in such Plans, as the same may be modified, and the DAB shall have no liability whatsoever for the failure of the Plans or the improvements to comply with applicable building codes, laws and ordinances or to comply with sound engineering, architectural or construction practices. In addition, in no event shall the DAB have any liability whatsoever to an Owner, a contractor or any other party for any costs or damages (consequential or otherwise) that may be incurred or suffered on account of the DAB's approval, disapproval or conditional approval of any Plans.

CONCEPTUAL PLAN REQUIREMENTS

Following the Pre-Concept Meeting (outlined in Chapter One), the applicant's designers will prepare a Conceptual Site Plan, a Conceptual Landscape Plan and a Conceptual Building Plan. These documents should include the following plans:

CONCEPTUAL SITE PLAN

(Drawn to 1" = 100' Scale)

- *Proposed property lines*
- *Building footprints and use for each building*
- *10' topography, with existing and proposed contours*
- *Location and configuration of parking, driveways and vehicular circulation areas*
- *Truck service, loading area, back-of-house areas (where applicable)*
- *Setbacks and easement lines*
- *Area of on-site transformers, electrical switch gear and utility meters*
- *Adjacent roadways and landmarks*

CONCEPTUAL LANDSCAPE PLAN

- *Plant massing*
- *Walkways and paved areas*
- *Buffers, screening and any other landscape design features.*

CONCEPTUAL BUILDING PLAN

(With elevations of all sides of all proposed buildings)

- *Façade Concept, with roof and wall materials*
- *Building floor plans indicating a general delineation of the Owner's Program.*

The Conceptual Plans will be submitted for review by the DAB. The DAB will review the Conceptual Plans for general compliance with the guidelines and return the plans within 30 days with comments and recommendations for bringing plans into closer compliance with the guidelines, if not already compliant. A review meeting can be scheduled if further discussion is desired.

PLAN REQUIREMENTS

Following the Conceptual Plan Review, the applicant will prepare a Site Development Plan, a Building Plan, and a Landscape Plan as follows:

SITE DEVELOPMENT PLAN

On a digital basemap with two foot (2') contours (provided to the developer by the County), all drawings shall be drawn at or more detailed than a scale of one inch equals two hundred (200) feet (1" = 100'). Site development plans shall include the following:

A plat of the property showing:

- The dimensions and shape of the property,
- Required setback lines,
- The exact sizes, location and height of all existing structures (including signs, fences and walls) and buildings, and of all proposed structures (including signs, fences and walls) and buildings, or additions or alterations to existing structures (including signs, fences and walls) and buildings,
- Any additions, alterations, or expansions for which plans have been made, but are not expected to be implemented immediately.
- The topography of the area, with contour intervals of two (2) feet or less, tied to state plane coordinates, showing existing physical features, including all existing trees of six (6) inches or greater in caliper, and all watercourses. The floodway and floodplain boundaries must be shown. Tree preservation measures to protect existing trees and roots must be noted on the plan.
- The location and size of all existing and proposed streets, alleys, sidewalks, pedestrian ways, curbs and curb cuts, gutters, parking and loading areas (indicating the number of parking spaces), open space, and outdoor storage areas that are within the site to be developed.
- The location of existing and proposed utilities, and easements for these utilities, with particular emphasis on sharing locations for easement areas with other development initiatives.

SITE DEVELOPMENT PLAN (continued)

- The location, height, type and material of all plantings, landscaping, screening, walls, fences, signs, outdoor lighting systems, required or otherwise.
- The nature and manner of any and all excavations and grading proposed for the site, including fill, compaction, and slope planting and treatment.
- The location of all towers, satellite reception dishes, and other airwave communication equipment. The location of all exterior air handling and conditioning equipment, such as chillers and air handlers. The location of utility boxes, and service boxes for underground electricity, telephone, and other utilities.
- The location of all dumpsters or other outdoor trash receptacles and recycling areas. The location and screening methods of all outdoor animal or material handling and storage areas, and proposed methods of animals' or materials' waste conveyance.
- A tabulation of the total square footage of the property to be developed, showing what percentage and number of square feet is proposed to be devoted to uses, including off street parking or loading areas, open or landscaped areas and other major uses.
- For all developments:
 - The specific use of which each building or structure, the square footage of floor area to be put to each such use, and the estimated number of employees who will work therein, and the shifts they will work.
 - The type of wastes or by-products, if any, to be generated and the proposed method of disposal of such.
 - Any other information required by the IDA in order to determine the impact of a particular use and its conformity with the Development and these guidelines.
- A narrative report of existing site features.

PLAN REQUIREMENTS

LANDSCAPE PLAN

Landscape Plans shall indicate the following:

- All proposed structures, paved areas, and utilities
- Proposed irrigation systems and meter locations,
- Location, number and species of plants to be used,
- Drainage ways and floodplain,
- Existing trees.

BUILDING PLAN

Building plans shall include the following:

- Floor plans,
- Elevations, in color or with color samples,
- Perspective rendering or digital “fly around” model (optional),
- Building Materials sample board,
- Locations and Dimensions of any roof-mounted mechanical equipment (showing necessary screening).

The Plan Documents will be submitted for review by the DAB. Within 30 days, the DAB will either approve and recommend the proposed Plan for IDA approval and transfer of land to the applicant, or the DAB will return the Plan Documents to the applicant with comments for revision and resubmittal. Note that for all development in Southern Gap, the IDA has the final decision to allow construction and to convey land.